

TOWN OF ANDOVER 1992 ANNUAL REPORT



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Reginald S. Stapczynski
Town Manager
March 1993



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TOWN OF ANDOVER
1992 ANNUAL REPORT

**PREPARED BY THE TOWN MANAGER PURSUANT TO THE
PROVISIONS OF CHAPTER 40, SECTION 49 OF THE GENERAL LAWS
OF THE COMMONWEALTH OF MASSACHUSETTS AND ARTICLE II,
SECTION 4 OF THE GENERAL BY-LAWS OF THE TOWN OF ANDOVER**

COVER PHOTOGRAPH:

**MATT SAPIENZA, ANDOVER TOWNSMAN
FEBRUARY, 1993**



TOWN OF ANDOVER

MASSACHUSETTS

Town Offices
Andover, MA 01810
(508) 470-3800

To the Honorable Board of Selectmen and Citizens of Andover:

"We do know, however, that Andover soon had a working government, based on the principles of true and theoretical democracy in accordance with the English common law. The citizens managed their own affairs, subject to the regulations and supervision of the General Court. The process by which they groped their way toward an effective town organization were more easily arrived at because of the procedures laid down in older communities like Salem and Ipswich. Emergencies, they met them in their own fashion."

ANDOVER: *Symbol of New England*
The Evolution of a Town
by Claude M. Fuess
Published in 1959

The principles of our Town government, soon to be three hundred and fifty years of age, are based on democracy. It is evident every year in our Annual Town Election and Town Meetings. In 1992, there was the Annual Town Election and two Town Meetings. The Annual Town Meeting was held in April and a Special Town Meeting was held in early November. These town meetings, called to conduct official Town business, show the longevity of the effective Town organization that was established in 1646.

This organization, grounded on the principles of democracy, has weathered the tests of time including the challenges that confronted us in 1992. The overriding challenge that we faced was that of maintaining high quality municipal services despite a shrinking amount of state aid from the Commonwealth. In fact, Andover is presently receiving less state aid in gross dollars and less state aid as a percentage of the total Town budget than it did ten years ago.

Despite the fiscal woes that confront us, the spirit of Andover thrives. The work of the Board in Selectmen in developing a vision statement for the Town reflects how passionately our elected officials care about what Andover will be like in the year 2000. Much of the Selectmen's work in 1992 dealt with their "Towards the 21st Century" project. The Board of Selectmen developed a vision statement which is part of Chairman Charles H. Wesson, Jr.'s 1992 letter. Also, the department heads are working

on individual mission statements for their own departments based on the overall vision statement established by the Board of Selectmen.

In July, a program was started entitled "Quality in Government". This program provides key Town and School officials with an opportunity to learn from leading businesses and industries in the Merrimack Valley how to improve the quality of municipal services. The intention of the "Quality in Government" series was to introduce the concept of Total Quality Management to the Town. Five speakers from companies represented in the Merrimack Valley have addressed this group. The themes they presented all revolved around how total quality and continuous improvement programs are operating in their own businesses and how, from their experiences, we can learn to use these principles and tools to continually improve municipal services. Andover, along with the Towns of Arlington and Danvers, received a joint training grant from the Executive Offices of Community Development to do total quality management training for the employees of these three municipalities.

The following are particularly noteworthy highlights of 1992:

The 1993 Capital Improvement Program saw its first full year of operation with the funding of numerous projects at the 1992 Annual Town Meeting. The 1994 Capital Improvement Program was issued on October 1, 1992 and continues the theme of infrastructure repair and maintenance.

In June, the Town Manager and the Andover Police Patrolmen's Union agreed to a three-year contract which was retroactive covering fiscal years 1990, 1991 and 1992.

In July, the Town conducted a \$3.9M bond offering which sold at an interest rate of 5%, the lowest since 1976. Also, the Town maintained its Aa bond rating despite the intense fiscal pressures placed on the Town and the Commonwealth of Massachusetts.

In September, the Central Street bridge over the Shawsheen River was closed due to the failing structural supports. This bridge and the Stevens Street bridge are scheduled to be replaced through the Commonwealth of Massachusetts funding on the following schedule:

Central Street Bridge - to be replaced Spring/Summer 1993
Stevens Street Bridge - to be replaced Summer/Fall 1993

During the summer, the West Middle School received extensive renovations and repairs such as replacing lockers, renovating the toilet areas, installation of new curtains in the cafeteria, painting inside and outside, a new West Middle School sign was installed, new lighting and ceilings were installed in all of the corridor areas, thirteen sets of corridor doors were replaced, and the gymnasium floor was

resanded and refinished.

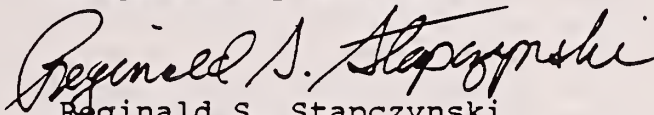
The Andover Chamber of Commerce honored our very own Inspector of Buildings Sam DeSalvo as their "Man of the Year" for his competent and compassionate service to the residents and developers of our community.

As this letter points out, much was accomplished in 1992, however, much remains to be done in 1993 and the years ahead. The greatest challenge facing the Town in 1992 was the use of its resources to maintain the quality services our residents have come to expect. Providing these services in a tight fiscal environment and providing them in a way that they are continuously being improved will be the challenge of the future. The Town's management, department heads, and staff are always working towards delivering a better product to our customers at a cost which is within budget. This task is not accomplished alone. It is accomplished through team work and cohesive action on the part of all employees working towards the vision statement as developed by the Board of Selectmen.

The 1993 Annual Town Election will take place on Monday, March 22, 1993 and the Annual Town Meeting will take start on Monday, April 12, 1993. Andover's legacy as a "working government" goes back nearly three hundred and fifty years. The principles of democracy are as vital now as they were in 1646. Please participate in the Annual Town Meeting and Election in order to keep your stake in our democracy. Also, if you have the need, there will be "Day Care at Night" for young children of parents who are attending the Annual Town Meeting.

Again, thank you very much to the Board of Selectmen, the department heads, and staff for their cooperation and assistance during 1992. I am confident by working together we can meet the challenges of 1993!

Respectfully submitted,



Reginald S. Stapczynski

Town Manager





TOWN OF ANDOVER

MASSACHUSETTS

Town Offices
Andover, MA 01810
(508) 470-3800

Dear Citizens of Andover:

The year 1992 will be remembered as a year of challenges and changes. The challenge that we continually face is one of providing quality municipal services for which Andover is known with shrinking revenue sharing from the Commonwealth. To this end, we proposed a program of Total Quality Management for our municipal employees. A series of meetings were held with a number of outstanding guest speakers from the community. A common theme of these meetings was improving quality in government.

The changes that we have witnessed are numerous. On the national level we changed Presidents. Congressman Martin Meehan was elected our representative in Congress replacing Chester Atkins. On the State level we changed Senators. Senator Patricia McGovern, who did not seek re-election for the Senate seat, was replaced by our very own John O'Brien, former member of the Town of Andover's Planning Board. For Pat, a longtime friend of the Town, we wish much success in her new role. For John, we wish the wisdom of Solomon and the patience of Job in working on Beacon Hill for the residents of his district.

The following are some highlights of 1992:

"TOWARDS THE 21ST CENTURY"

The Board of Selectmen spent a considerable amount of time thinking about the future of the Town. The Board held outreach meetings in the community in order to obtain input from the citizens, both young and old, regarding their vision of the Town in the 21st Century. The Board worked with skilled facilitator and Town resident, Michael Brassard, in determining the various elements that would make up a vision statement. The following vision statement was agreed upon by the Board of Selectmen:

"The Town of Andover, more than a place to live, is a way of life. Its legacy of democracy shall be preserved. Each citizen should experience the treasure of nature, history, individual respect, neighborhood and learning. As resources and energy allow, each of these gifts from the past will be enriched in the present for those yet to be."

At our meetings with residents, we heard many things but there was a common thread through many of the statements. People wanted Andover to be a lovely place to live where quality and not growth was the focus of the Town. Others expressed concern about wanting Andover to continue the tradition of excellence in education. Residents expressed their desire for the small-town New England atmosphere that we have been able to preserve in our community, especially the downtown and the green open spaces that make Andover so warm and inviting.

The Board conducted an essay contest in conjunction with the Andover Townsman and the Andover School Department asking elementary school children how they envisioned the Town of Andover in the 21st Century. They wrote very intriguing and challenging essays regarding the future of their Town. Eight children were awarded first, second and third prize ribbons for the quality and vision that they captured in their essays.

CAPITAL IMPROVEMENT PROGRAM

The Annual Town Meeting funded the Capital Improvement Program for Fiscal Year 1993 and it included water main replacement in the residential area near downtown Andover, the replacement of the Bancroft Road pumping station, sidewalk replacement and repair on Shawsheen Road, Beacon Street, a small part of Lowell Street and part of Lincoln Street. Also, the Department of Public Works spent close to \$800,000 to rebuild and/or resurface 10.4 miles of roadways comprising thirty-six streets.

SCHOOL BUILDING COMMITTEE

A nine-member School Building Committee was instituted to address the overcrowding problems in the elementary and high school levels. The committee has been meeting to address the elementary school overcrowding problems first and has engaged an architect to work with them and produce a report dealing with a proposed solution to the overcrowding problem at the elementary level. The selected alternative by the committee, a new 450-seat elementary school at the upper Shawsheen playground, also known as Penguin Park, is currently on hold pending an evaluation of the Shawsheen School alternative by the School Committee.

INDUSTRIAL DEVELOPMENT

The Board was invited to participate in the groundbreaking for a new 157,000 square foot facility at Genetics Institute on Lowell Junction Road. Governor Weld and numerous state and local dignitaries gathered for the symbolic groundbreaking and to honor the vision and foresight of Genetics Institute by selecting Andover for their corporate headquarters. Hewlett-Packard Company and Vicor Corporation are also actively expanding their facilities within the Town.

CENTRAL BUSINESS DISTRICT COMMITTEE

The CBD Committee had a great splash in May when they hosted "A Taste of Andover" at which time the Board of Selectmen honored sixty-four businesses that had located in Andover within the past eighteen months. The CBD Committee also recommended that the Board endorse a holiday parking program for employees in the Central Business District. This holiday parking program that allowed permit parking for the month of December was a tremendous success as forty-five people participated. Through the year, the Board had an on-going discussion regarding the appropriate parking fine and the Board voted to reduce the fine from \$15.00 to \$10.00 and finally, to \$8.00.

CLASSIFICATION OF PROPERTY

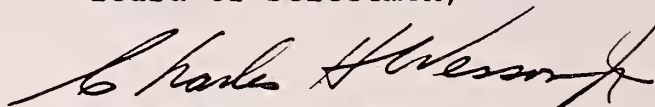
In December the Board of Selectmen voted to maintain the distribution of the real estate tax burden between the residential and commercial/industrial and personal property. The differential was maintained at 120%.

COUNCIL ON AGING

The Board met several times with the Council on Aging to discuss alternative sites for a new Senior Citizen Center. The Council has expressed its intent to do the necessary fundraising to build a new center. All they are asking from the Board of Selectmen is that the Town provide them with land on which they could build a new facility. At the present time, the Board and the Council is awaiting the decision on the reuse of the east wing of the Doherty Junior High School, now presently the administration building for the School Department and the Senior Citizen Center, in order to determine the future of the Senior Citizen Center facility.

In closing, I would like to recognize the new Executive Director of the Greater Lawrence Chamber of Commerce Joseph Bevilacqua. His enthusiasm and energy will go a long way in improving the economic climate in the Merrimack Valley. Also, I would like to recognize Jack McKinnon, Andover resident and Vice President of the A T & T facility in North Andover. His facility is a 1992 winner of the Malcolm Baldrige National Quality Award for excellence. And last but not least, I would like to thank the efforts of my colleagues on the Board of Selectmen. We have accomplished much in 1992 and it is due to the good working relationship that we have. The relationship that we have developed as a Board has allowed each of us to bring our own unique talents, interests and issues to the table where they are discussed in an atmosphere of openness and frank communication. The support that we have offered each other through the year has made my job as Chairman extremely enjoyable.

Respectfully submitted for the
Board of Selectmen,



Charles H. Wesson, Jr.
Chairman



ANDOVER PUBLIC SCHOOLS

36 Bartlet Street
Andover, Massachusetts 01810
(508) 470-3800 x401
FAX (508) 475-8493

SCHOOL COMMITTEE:
Susan E. Jenkins, Chairperson
Christopher M. Outwin, Secretary
Susan T. Dalton
William J. Huston, Jr.
Mary Kelvie Lyman

DR. MARK K. McQUILLAN
Superintendent of Schools

ANNUAL REPORT

Andover School Department

Serving a student population of approximately 5,082 students, the Andover Public Schools consists of four elementary schools, two middle schools, a high school, and K-2, open-enrollment Integrated Primary School. The Andover School Department employs 454 staff members, and it is overseen by five School Committee members who meet twice each month. The appropriation of \$22,000,242 for the Andover School Department last April marked the beginning of yet another year of change for the students and parents of Andover. These changes were reflected in the initiatives started by the Andover School Committee to address overcrowding in our elementary and secondary schools; by the Superintendent to continue work started last year in curriculum and instruction; by our Business Office to address the financing of building renovations, school construction, and school operations; and by the Personnel Department to broaden the range of services offered to citizens and employees.

School Committee

The Andover School Committee welcomed two new members last March with the election of Mr. William Huston and Ms. Mary Lyman. Ms. Lyman was formerly Personnel Director for the Town of Andover. Mr. Huston is currently the Curriculum Coordinator of the Interpreter Training Program, at Northern Essex Community College. Both were elected from a field of four candidates.

With the arrival of these new members, the Committee moved rapidly to define its goals. Calling for (1) reexamination of the goals and curriculum of Andover High School (2) the renewal of Andover's curriculum systemwide (3) implementation of Total Quality

Management and improved supervision (4) restoration and renovation of our school buildings and (5) the solution to Andover's elementary and secondary space problems, the Committee took these steps:

- Requested the Town Manager to form a School Building Committee to develop solutions to overcrowding in our elementary schools and at Andover High School.
- Directed the Superintendent to submit his Action Plan for 1992-1993 by July, to commence the performance appraisal process in a timely manner, and to build on the goals established by the Committee.
- Formed an Ad Hoc Committee for Finance to advise the Committee on the development of its annual budget and to offer suggestions on matters of financial policy.
- Formed a School Building Oversight Committee to assist the Superintendent and School Committee on the development of maintenance policies and guidelines designed to ensure safe, attractive, learning environments.
- Engaged in a search to hire a new Assistant Superintendent for Educational Services to replace Dr. Haslam who resigned to take the position of Superintendent of Schools in Harvard, Massachusetts.
- Continued the services of Morgan, Brown & Joy to commence contract negotiations with the School Department's seven bargaining units.
- Promoted a Special Town Meeting this fall to urge, the passage of a 2.4 million dollar bond article for school renovations.
- Participated in the hiring of several new administrators for the Andover School Department.

Notable Accomplishments

As a result of this work, the Committee selected Ms. Eileen Woods, former Principal of Sanborn Elementary School, as its new

Assistant Superintendent; helped pass a bond article in November; moved toward a contract settlement with the Andover Education Association, and assisted the Town Manager and the School Building Committee in deliberations over school renovations and construction.

Central Administration

To support the goals of School Committee, the Superintendent submitted his Action Plan for 1992-1993 on July 1. Contained in this plan were five broad goals: (1) An initiative to engage the Andover community, citizens, and Town officials in a close working relationship with the School Department and its schools (2) An initiative to develop safe, clean, well-maintained school buildings (3) A comprehensive plan to promote "total quality" in our schools with more extensive supervision of personnel and employees (4) the continuation of the Andover's Six-year Curriculum Renewal plan and (5) An initiative to promote community and school respect for individual differences and differences among the diverse ethnic, racial, and learning populations in Andover.

These goals were realized in several activities completed by the Superintendent and the Assistant Superintendent:

- The development of a "Vision Statement" for the Andover Public Schools.
- The development of "Mission Statement" for the Andover Public Schools, defining 15 Essential Learning Outcomes for all students.
- Meetings of the Curriculum Councils and the Staff Development Commission.
- Implementation of updated programs in Foreign Language, Health, and Social Studies.
- Formation of and meetings with a K-12 Mainstreaming Task Force.
- A "Secondary Symposium" to address the needs of Andover High School for the 90's and the year 2000.
- Formation of and meetings with a community-based Equity Coalition Task Force.
- Participation in the Town Manager's Quality in Government series.
- Formation of Quality Circle Meetings.
- Development of educational specifications for Andover High

School, South and Sanborn Elementary Schools.

- Regular meeting with the School Building Oversight Committee, and Municipal Maintenance resulting in the Fall Inspection of Schools in October and the creation of Preventive Maintenance Policy Handbook.
- Regular meetings with the Ad Hoc Committee for Finance, resulting in broad, grass-roots support for the bond initiative this November.
- Regular meetings with the Superintendent and the Andover Chamber of Commerce.
- Speeches by the Superintendent to local civic organizations.

Notable Accomplishments

Throughout it all, the Superintendent was ably assisted by Ms. Woods, building administrators, and other school personnel. The School Department was recently honored when the Henry C. Sanborn Elementary School was selected as the only public school in Massachusetts to receive the Blue Ribbon for Excellence awarded by the Federal Department of Education. Ms. Woods and members of the Sanborn community will travel to Washington, D.C., to be honored by the President, along with other national Blue Ribbon recipients.

Business Department

In support of the Superintendent's, if not all administrators' Action Plans, the Business Department continued to provide technical and financial support for all initiatives established by the Andover School Committee. Mr. Paul and his Department listed four goals as essential for the 1992-1993 school year: (1) Renovation and preventive maintenance of all school buildings (2) Development of financial and enrollment data needed for decisions affecting school construction and (3) Continuation of the School Committee's Transportation Policy and (4) Development and implementation of the Annual Budget.

To these ends, Mr. Paul and his department:

- Provided the leadership needed to help complete over \$540,000 in capital projects in the schools over the summer months most notably at West Middle School.
- Worked closely with the Ad Hoc Committee for Finance and

the School Building Oversight Committee to promote the 2.4 million dollar bond article, and to develop long-range preventive maintenance program for all schools.

- Developed financial projections for the Town Manager's Capital Improvement Plan, submitted to the Selectmen in October.
- Advised the School Committee on contract negotiations, offering two- and three-year projections, relative to the Finance Department's estimates of growth and operating expenses.
- Effectively collected bus fees and established cost-effective bus routes for students K-12.
- Worked closely with the Personnel Department to effectuate all financial arrangements relative to health care costs, salaries and stipends.

Notable Accomplishments

The Business Department helped the Superintendent and School Committee maximize the dollars appropriated to the School Department and effectuate savings. Renovations at West Middle School, in particular, stood out as a major accomplishment over the summer. The loss of Mr. Paul, who retired on January 6, 1993, will be keenly felt in the months and years ahead.

Personnel Department

Like the Business Office, the Personnel Department provided continuous services to the Superintendent and all School and Town employees. Apart from managing health care benefits, assisting the Superintendent and Town Manager in labor issues, and overseeing the recruitment, hiring, and retirement of employees, Ms. Hall and her Department tackled several noteworthy projects this year. Among other things, she and her staff:

- Sponsored a variety of health and safety training programs for staff, notably "Right to Know" training, drug-free workplace training, and immunization programs for Hepatitis B.

- Selected a new occupational health provider (Corporate Medical Services), while expanding the visibility of the Employees' Assistance Bureau.
- Selected a new Benefits Assistant, as part of a departmental reorganization.
- Oversaw all job searches for new teachers, the Principals of West Elementary School, Doherty Middle School, and South School, the Assistant Superintendent of Schools, the Assistant Principal for West Elementary School.
- Assisted the Superintendent on all personnel transfers, labor issues, and legal obligations accompany the School Department's contracts with certified and non-certified employees.
- Actively promoted affirmative action recruitment of minority applicants.
- Assisted the Superintendent of Schools in the formation of Quality Circles, the Equity Coalition Task Force, and Total Quality Management Training.

Notable Accomplishments

Ms. Hall and her new staff have now completed their first year working together since the passing of Marie Cunningham. Over the summer months she and her staff processed over 1,500 applications for a variety of school appointments.

Other Achievements

Bancroft Elementary School

- Community Partnerships
- Evening Seminar Series for Parents

Sanborn Elementary School

- National Blue Ribbon School of Excellence Award
- Genetics Institute Enrichment Program

Shawsheen Integrated Primary

- Introduction of the *Shawsheen Explorer*
- Implemented "Love Your Neighbor" Community Service Project

South Elementary School

- Project Learning Tree: Museum of Science
- Implemented Theme: "We're All Part of the Picture."

West Elementary

- Implemented School-Wide Theme: "Caring and Cooperation"
- New Playground Facilities, and Improved Physical Plan

Doherty Middle School

- Implemented a new schedule featuring diverse enrichment courses.
- Implemented Foreign Language Program for all middle school students.

West Middle School

- Completion of major building renovations
- "West Fest" Fundraiser

Andover High School

- Secondary Symposium: "Building on Tradition, Heading to the Future"
- "Project Teamwork": Promoting Respect for Diversity

Athletics

- Andover teams continue to win in the Top 5 at *all* varsity levels.
- Recognition of student athletes and Coaches Program.

Fine Arts

- Andover Marching Band Places First in Division One Competition
- Twenty-eight musicians qualify for Northeastern Junior District.

Health

- Adoption of new program: "The Great Body Shop."
- Development of the School Department AIDS/HIV policy.

Physical Education

- Establishment of "Project Challenge" at Andover High School
- Superior performance of students on "President's Challenge" for physical fitness

Special Education

- Mainstreaming Task Force
- Evening Seminar Series Sponsored by the Special Education PAC.

Technology/Media

- Macintosh training for all School Administrators.
- Implementation of MCET Program

TOWN CLERK

The Town had a busy Election year in 1992! The following figures show the voter turnout for the four elections held in 1992:

Presidential Primary, March 10th: 7,047 - 40% of registered voters
Town Election, March 23rd: 2,455 - 14% of registered voters
State Primary, September 15th: 6,250 - 35% of registered voters
General Election, November 3rd: 16,927 - 88% of registered voters

1,542 absentee ballots were processed for the General Election.

3,017 new voters were registered by the Board of Registrars in 1992 compared to 605 new registrations in 1991 - a 500% increase. The Board also certified 8,063 nomination and initiative petition papers. With the increase in the number of elections during 1992, the year ended with 19,078 registered voters - an increase of 10% over 1991. Registered voters in the Town's 8 precincts are as follows:

1 - 1965	3 - 2328	5 - 2648	7 - 2426
2 - 2347	4 - 2572	6 - 2373	8 - 2419

In January, the Town Census was mailed to 11,859 households (population of 31,076) compared to 10,799 households in 1991 (population of 29,484) - an increase of 10%.

	<u>1991</u>	<u>1992</u>
Births Recorded:	235	315
Marriages Recorded:	194	201
Deaths Recorded:	190	228
Dog Licenses Sold:	1,709	1,796
Fishing & Hunting Licenses Sold:	713	739
Population:	29,484	31,076

MONIES COLLECTED - 1992:

Marriage Licenses	\$ 2,985.00
Certified Copies	8,583.00
Uniform Commercial Code Filings	4,736.00
Miscellaneous Licenses Income	14,965.00
Liquor Licenses Income	94,800.00
Business Certificate Filings	3,170.00
Miscellaneous Income (Street Lists, Maps, etc.)	9,909.96
Dog Licenses	7,416.00
Non Criminal Violations	1,775.00
Fishing and Hunting Licenses	13,837.70*
TOTAL	\$162,177.66

* \$13,472.00 in fees were sent to the State Division of Fisheries and Game -- \$365.70 was retained by the Town of Andover.

FINANCE DEPARTMENT

The Town Manager's Recommended Fiscal Year 1993 budget was released on January 17, 1992. During the months of January, February and March, approximately twenty meetings were held with the Board of Selectmen, Finance Committee and department heads to review budget and warrant article requests and prepare recommendations for the Annual Town Meetings.

In early April, the Finance Committee Report was mailed to over 11,000 households. The Annual Town Meeting was held on April 13, 1992 and the fiscal year 1993 budget (Article 4) was adopted in the amount of \$54,638,594. This budget was an increase of 2.7% from the Fiscal Year 1992 budget of \$53,221,177.

The Town issues \$3,990,000 in general obligation bonds in June, 1992 to permanently fund various water, sewer, school, sidewalk and traffic signal projects. Moody's Investor Service rated these bonds as AA and the interest cost of 5% was the lowest rate since 1976.

The Fiscal Year 1994-1998 Capital Improvement Program was released on October 1, 1992. Approximately \$45 million in municipal and school projects were recommended.

In November, the Board of Selectmen held its tax classification public hearing upon completion of the revaluation of property by the Board of Assessors. The Board of Selectmen voted to keep the tax factor at 120% for Fiscal Year 1993. The tax rate was established at \$14.10 for residential property and open space and \$18.36 for commercial, industrial and personal property.

The Andover Cable Advisory Committee met monthly to discuss any matters involving Heritage Cablevision and its service to Andover customers.

ASSESSING

In 1992, the Board of Assessors contracted for a new appraisal system. The system, as contracted from Patriot Properties of Peabody, Massachusetts, will provide the public with direct informational access through counter terminals, faster processing of telephone requests, and an opportunity to expand the system into computer-generated photographs.

In conjunction with the installation of new appraisal software, the Board of Assessors has contracted for a complete reinspection of all property in Andover. This task will take place throughout the next year and will culminate in new property valuations for fiscal year 1994. This data collection process will insure that property taxation remains fair and equitable for Andover taxpayers.

CENTRAL PURCHASING

During 1992, there were approximately 1,661 orders processed for the Town and 2,690 orders processed for the School Department. Approximately 46 bid openings were held. The continued use of State bids and contracts has proved to be beneficial to the taxpayers of Andover.

Under Massachusetts General Laws, two or more political subdivisions may jointly purchase a single item or a wide range of goods and services such as: paper products for copy machines, police vehicles, road salt, chemicals, fuel oils, vehicle fuels and supplies.

Some examples of major bids put out by Central Purchasing in 1992 are as follows:

- Finance Committee report
- Removal, replacement and repair of roofing and flashing and associated work at Andover Town Offices
- Sidewalks
- Sewers
- Water mains
- School supplies and equipment
- School Lunch (7 items)
- Highway Department equipment
- Water meters
- Miscellaneous road materials and concrete pipes
- Painting of road markings
- Surface water drainage
- Office supplies, equipment and furniture

The Office of Central Purchasing is responsible for contract compliance regarding Andover's Affirmative Action Plan, and insurance coordination and risk management for all Town and School departments with the exception of health and personal insurance which was handled by the Personnel Department.

Areas of importance in the early 90's where Central Purchasing and insurance coordination were able to save dollars for the Town are as follows:

- Collaborative bid on Gasoline & Diesel Fuel involving 12 towns
- Collaborative bid on Fuel Oil (#2 & #4) involving 7-10 towns
- Collaborative bid on copy machine paper involving 7 towns
- Collaborative bid on Student Insurance involving 5 towns
- Introduction of a new catastrophe Accident Medical Insurance/or Interscholastic Athletics
- Coverage for all Interscholastic Athletics and Band activities
- Introduction of various other insurance coverages available to students throughout the year
- Contracts for various major projects throughout the Town
- Creation of Safety Handbook for all Town and School employees
- Establishing safety programs for all Town and School employees

- Introduction of various programs to the advantage of the Town and School employees

Town Purchase Orders

<u>1990</u>	<u>1991</u>	<u>1992</u>
1650	1817	1661

School Department Orders

9000	3111	2690
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Town Requests for Payment

3500	3800	4151
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DATA PROCESSING

During 1992, the Data Processing Division continued to maintain and improve the existing application software on the Town's centralized computer system.

All IRS tax forms which show earnings for employees, retirees and vendors were submitted by magnetic tape rather than by paper, keeping the Town in compliance with the IRS regulations for wage reporting. In lieu of withholding Social Security tax, an ICMA PTS retirement computerized process was programmed so that all PTS deductions, as well as regular deferred compensation deductions, for both the Town and School, can now be transmitted to the ICMA Corporation via magnetic tape. This provides the Treasurer's office with a more efficient way to process these deductions.

Three years of retroactive pay for the police patrolmen was calculated by the Data Processing Division and the Accounting Office.

At the end of 1992, the existing payroll software was replaced with a revised package which also incorporates the areas of personnel and budget. This package will allow more effective use of payroll data for personnel requirements and budgeting purposes.

The Town Clerk's office received a new application designed to assist in the certification of petitions. This program provides a more efficient way to certify signatures and provides a permanent record of the certified voters who sign each petition.

Computerized interest calculation on late real estate tax payments was instituted this year. This allows more payments to be processed automatically without manual input and also provides the taxpayer with an immediate interest figure when requested.

COLLECTOR/TREASURER

The Collector/Treasurer's Department is responsible for the collection and disbursement of all Town monies including trust funds, department receivables and borrowed bond funds.

Real & Personal Taxes

<u>1988</u>	<u>1989</u>	<u>1990</u>	<u>1991</u>	<u>1992</u>
\$29,556,000	\$33,725,000	\$34,708,000	\$37,047,000	\$37,966,000

Motor Vehicle Excise Taxes

\$ 2,360,000	\$ 2,329,000	\$ 2,209,000	\$ 1,997,000	\$ 1,742,000
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Total Collections through the Treasurer's Department

\$37,806,000	\$43,625,000	\$44,199,000	\$48,697,000	\$50,728,000
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VETERANS SERVICES

Twenty-one families were assisted in 1992 with funds to help pay for food, fuel, medical and personal needs. These expenditures are reimbursed 75% to the Town by the State according to Massachusetts General Laws, Chapter 115.

Eleven veterans were admitted to Veterans Administrations Hospitals. Thirty-five Andover veterans died in 1992 - one World War I veteran, twenty-four World War II veteran, six Korean War veterans, three Vietnam War veterans and one from the Persian Gulf War.

	FY1990	FY1991	FY1992	FY1993
EXPENDITURES				
Appropriations & Articles	52,909,066	54,852,093	53,196,677	54,796,857
Other Local Expenditures:				
Tax Title Purposes	15,325	24,600	25,000	40,000
Final Court Judgements	183,552	0	40,156	162,482
Overlay/ Other Deficits	0	161,617	529,416	90,922
Revenue Offsets/Cherry Sheet	82,981	73,736	62,860	533,403
Revenue/Other Deficits	1,720	0	0	0
Total Local Expenditures	283,578	259,953	657,432	826,807
State and County Charges	767,498	901,683	941,683	1,023,998
Overlay Reserve for Abatements	499,566	713,315	704,669	643,348
TOTAL EXPENDITURES	54,459,708	56,727,044	55,500,461	57,291,010
EST. RECEIPTS & OTHER REVENUE				
Estimated Receipts from State:				
Cherry Sheet Estimated Receipts	4,986,307	4,615,768	2,979,927	3,420,951
Cherry Sheet Estimated Charges	3,571	14,430	5,128	21,999
Total from State	4,989,878	4,630,198	2,985,055	3,442,950
Estimated Local Receipts:				
Local Estimated Receipts	8,862,000	11,454,500	11,134,111	10,670,000
Offset Receipts	2,425,174	458,684	513,462	609,429
Total Local Receipts	11,287,174	11,913,184	11,647,573	11,279,429
Free Cash and Other Revenue:				
Free Cash - Articles	379,697	62,099	1,000	264
Other Available Funds	469,021	395,546	287,031	244,453
Revenue Sharing	0	0	0	0
Total Other Appropriations	848,718	457,645	288,031	244,717
Free Cash - Operating Budget	420,000	670,000	0	0
TOTAL ESTIMATED RECEIPTS	17,545,770	17,671,027	14,920,659	14,967,096
TOTAL PROPERTY TAXES	36,913,938	39,056,017	40,579,802	42,323,914
TOTAL REVENUES	54,459,708	56,727,044	55,500,461	57,291,010

VALUATIONS & TAX RATES				
	FY1990	FY1991	FY1992	FY1993
TOTAL VALUATION (IN THOUSANDS)	3,283,609	3,115,574	2,803,016	2,766,943
RESIDENTIAL TAX RATE	10.40	11.42	13.26	14.10
COMMERCIAL TAX RATE	12.92	15.04	17.37	18.36
INDUSTRIAL TAX RATE	12.92	15.04	17.37	18.36
PERSONAL PROPERTY TAX RATE	12.92	15.04	17.37	18.36
EQUALIZED TAX RATE	11.24	12.54	14.48	15.30

WHERE REVENUES COME FROM				
	FY1990	FY1991	FY1992	FY1993
STATE AID	9.16%	8.16%	5.38%	6.01%
LOCAL REVENUE	20.73%	21.00%	20.99%	19.69%
OTHER FUNDS	1.56%	0.81%	0.52%	0.43%
FREE CASH	0.77%	1.18%	0.00%	0.00%
PROPERTY TAXES	67.78%	68.85%	73.12%	73.88%
	-----	-----	-----	-----
	100.00%	100.00%	100.00%	100.00%

BORROWING CAPACITY OF THE TOWN
12-31-92

STATE EQUALIZED VALUATION			3,436,701,000.00
BORROWING CAPACITY 5%			171,835,050.00
TOWN DEBT 12-31-91	20,790,000.00		
OUTSIDE THE DEBT LIMIT			
1975-WEST ANDOVER SEWER	345,000.00		
1976-WATER	135,000.00		
1984-WATER	500,000.00		
1986-WATER	3,060,000.00		
1987-WATER	120,000.00		
1988-WATER TREATMENT PLANT	1,100,000.00		
1989-WATER TREATMENT PLANT	3,858,750.00		
1990-WATER TREATMENT PLANT	876,500.00		
1992-WATER	2,320,000.00		
		12,315,250.00	
DEBT INSIDE DEBT LIMIT			
1976-CONSERVATION LAND	120,000.00		
1984-PARKING FACILITY	200,000.00		
1984-TOWN HALL	150,000.00		
1986-SEWER	3,010,000.00		
1986-RIVER ROAD	430,000.00		
1986-LAND ACQUISITION	300,000.00		
1987-SEWER	150,000.00		
1989-SCHOOL COMPUTERS	93,750.00		
1989-LAND ACQUISITION	234,500.00		
1989-SEWER	238,000.00		
1990-SEWER	799,300.00		
1990-LAND ACQUISITION	707,000.00		
1990-SCHOOL COMPUTERS	100,000.00		
1990-HIGH SCHOOL ROOF	272,200.00		
1992-SEWER	730,000.00		
1992-TRAFFIC SIGNALS	110,000.00		
1992-HIGH SCHOOL ROOF	30,000.00		
1992-BPW PLANS	500,000.00		
1992-SIDEWALKS	300,000.00		
		8,474,750.00	
BORROWING CAPACITY			163,360,300.00
LEASES			TOTAL DEBT
1984-TOWN HALL	132,750.00		
1985-TOWN HALL	1,730,000.00	DEBT	20,790,000.00
1987-LIBRARY	440,000.00	LEASES	8,132,750.00
1990-TOWN HALL	2,370,000.00	VOTED NOT	7,460,721.47
1990-LIBRARY	3,460,000.00	BONDED	
	8,132,750.00	TOTAL	36,383,471.47

TRUST-CEMETERY-SPECIAL FUNDS
IN CUSTODY OF THE TOWN TREASURER
YEAR ENDING JUNE 30, 1992

FUND	BENEFICIARY	PRINCIPAL	BALANCE			DRAWN	BALANCE
			JULY 1, 1991	DEPOSITS	INCOME		JUNE 30, 1992
STABILIZATION	TOWN		770,882.79	60,000.00	46,143.09		877,025.88
RETIREMENT	TOWN		97,764.58		622.43	96,387.01	(0.00)
C.D. WOOD	MEMORIAL		591,394.93		34,942.28		626,337.21
INSURANCE	TOWN		320,482.04		14,274.74	40,000.00	294,756.78
UNEMPLOYMENT COMPENSATI			128,275.41	90,000.00	4,148.40	210,000.00	12,423.81
POST WAR REHABILITATION	TOWN		31,099.59	29,000.00	1,446.09	32,000.00	29,545.68
ESTATE S.P. WHITE	SPRING GROVE	5,766.63	8,520.38		406.38	662.00	8,264.76
POLICE DRUG ACCOUNT	POLICE		8,144.48		415.98	180.96	8,379.50
STATE GRANT MDCR			0.00				0.00
TOWN HALL RESTORATION			177.25		10.85		188.10
CD&P-ROGERS BROOK			18,910.20		818.95	15,948.01	3,781.14
TDJ-SPECIAL		14,300.00	2,151.95		93.51	2,241.87	3.59
PWD-SPECIAL TOWN		200,000.00	76,367.00		2,941.36	16,902.31	62,406.07
TOWN INSURANCE HEALTH			175,233.39	3,946,521.61	9,048.00	3,608,095.17	522,707.83
M.V. LIBRARY CONSORTIUM	LIBRARY		316,334.12	533,910.00	22,662.87	250,000.00	622,906.99
J. GREELEY	LIBRARY	5,000.00	5,000.00		308.50	308.50	5,000.00
MARGARET G. TOWLE	PRINCIPAL	345,825.50	345,825.50				345,825.50
MARGARET G. TOWLE	INCOME		132,656.77		18,233.16	36,989.20	111,900.73
JOHN CORNELL	WOOD & COAL	5,000.00	28,120.37		1,877.94	280.00	29,718.31
DAVID & LUCY SHAW	WELFARE	10,000.00	26,923.30		1,606.92	2,000.00	26,530.22
W.L. RAYMOND	WELFARE	7,845.81	24,618.62	45.90	1,506.66		26,171.18
A.J. LINCOLN	NEEDY CHILDREN	5,000.00	14,046.50		675.06		14,721.56
E.I. RAYMOND	WELFARE/FLOWERS	1,302.77	1,500.00		91.80	91.80	1,500.00
TAYLOR	FUEL	300.00	897.78		54.94		952.72
SPRING GROVE			501,254.94	20,381.95	23,952.95	3,062.50	542,527.34
SOUTH CHURCH CEMETERY	PRINCIPAL		17,709.73				17,709.73
SOUTH CHURCH CEMETERY	INTERSET		1,942.50		118.88	118.88	1,942.50
SPRING GROVE CEMETERY	LOT SALES		95,900.24	10,160.00	4,506.48		110,566.72
WEST PARISH			2,310.00		141.37	141.37	2,310.00
CHRIST CHURCH			7,610.00		465.73	465.73	7,610.00
ST. AUGUSTINES			650.00		39.78	39.78	650.00
EMILINE LINCOLN	A.V.I.S		1,000.00		61.20	61.20	1,000.00
EMMA J. LINCOLN	A.V.I.S	1,000.00	544.60		33.33	33.33	544.60
CONSERVATION FUND	CONSERVATION		29,455.36		1,850.36	921.97	30,383.77
SUNSET ROCK EXT	HAMMOND WAY		7,293.52		330.80		7,614.32
SPRING GROVE CEMETERY	PRINCIPAL		22,209.50	600.00	1,182.32	39.94	23,951.88
SMART	FLOWERS	1,000.00	7,036.02		430.60	50.00	7,416.62
SPRING GROVE CEMETERY	INCOME		12.09	80.00	3.35	82.44	13.00
FARRINGTON	FLOWERS	600.00	1,068.86		65.41	30.00	1,104.27
BALLARDVALE MEMORIAL	FLOWERS	532.88	910.07		55.70	25.00	940.77
ALLEN	FLOWERS	200.00	198.11		12.12	15.00	195.23
DRAPER	SCHOOL	1,000.00	7,487.52		458.24		7,945.76
RICHARDSON	SHAWSHEEN SCHOOL	1,000.00	5,814.81		355.87		6,170.68
A. & A.V. LINCOLN	SPELLING BEE	1,000.00	3,905.59		239.02		4,144.61
RAFTON (PRINCIPAL)	SCHOLARSHIP	598.50	598.50				598.50
RAFTON (INTEREST)			1,001.73	106.00	61.37	200.00	969.10
CONROY	HIGH SCHOOL	250.00	756.26		46.28		802.54
AMERICAN LEGION	HIGH SCHOOL	200.00	557.66		34.13		591.79
HOLT	SCHOOL	50.00	341.94		20.93		362.87
GRAND TOTAL ALL TRUST FUNDS			3,842,866.50	4,690,805.46	196,796.17	4,321,373.97	4,409,114.16

Assessing Data - A Comparative Analysis
Fiscal Years 1991 through 1993

REAL AND PERSONAL VALUATIONS	Fiscal 1993	Fiscal 1992	Fiscal 1991	Average
Real Estate - Accounts Assessed	10,487	10,491	10,667	10,548
Personal Property - Accounts Assessed	388	327	327	347
Valuation - Real Estate	\$2,718,399,200	\$2,760,563,200	\$3,071,978,100	\$2,850,313,500
Valuation - Personal Property	\$48,558,421	\$42,452,507	\$43,596,616	\$44,869,181
Total Valuation - Real & Personal	\$2,766,957,621	\$2,803,015,707	\$3,115,574,716	\$2,895,182,681
REAL AND PERSONAL TAX LEVY				
Tax Rate Residential	\$14.10	\$13.26	\$11.43	\$12.93
Tax Rate Commercial, Etc.	\$18.36	\$17.37	\$15.04	\$16.92
Real Estate Tax Levied	\$41,432,382.67	\$39,842,401.19	\$38,400,324.03	\$39,891,702.63
Personal Property Tax Levied	\$891,532.61	\$737,400.05	\$655,693.10	\$761,541.92
Total Tax Levied	\$42,323,915.28	\$40,579,801.24	\$39,056,017.13	\$40,653,244.55
MOTOR VEHICLE EXCISE				
Number Motor Vehicles Assessed	27,154	28,136	27,595	27,628
Total Excise Tax	\$2,155,411.15	\$2,164,917.63	\$2,197,134.69	\$2,172,487.82
Total Abatements Granted	\$87,071.05	\$66,679.88	\$83,498.26	\$79,083.06
Excise Tax Rate	\$25.00	\$25.00	\$25.00	\$25.00

TEN TOP TAXPAYERS - FISCAL 1993

Taxpayer Name	Property Type	Total Taxable Real Property	Total Taxable Personal Property	Total Tax Assessed	Percent of Total Levy
1) Raytheon Co. & Endrock Associates	Industrial	\$91,074,500		\$1,671,247.70	3.949%
2) Andover Mills Realty Ltd. Partnership	Office	\$54,660,100		\$1,002,010.07	2.367%
3) Digital Equipment Corp.	Industrial	\$51,162,700		\$939,347.17	2.219%
4) Connecticut General Life Ins. Co.	Commercial	\$44,230,100		\$808,916.07	1.911%
5) Hewlett-Packard Company	Industrial	\$37,697,800		\$690,856.18	1.632%
6) Gillette Company	Industrial	\$36,662,200		\$673,117.99	1.590%
7) Prudential Insurance Corp. of America	Office	\$35,202,800		\$645,256.28	1.525%
8) American Real Estate Holdings/GCA	Industrial	\$19,834,200		\$363,379.74	0.859%
9) New England Tel. & Tel.	Utility	\$7,584,200	\$11,380,800	\$348,197.40	0.823%
10) Genetics Institute, Inc.	Industrial	\$17,048,100		\$313,003.12	0.740%
			Total	\$7,455,331.72	17.61%

FIVE ADDITIONAL TOP TAXPAYERS - FISCAL 1993

Taxpayer Name	Property Type	Total Taxable Real Property	Total Taxable Personal Property	Total Tax Assessed	Percent of Total Levy
1) Trustees of Phillips Academy	Residential	\$19,348,600		\$278,930.49	0.659%
2) Merrimack Mutual Fire Insurance Co.	Comm/Resd.	\$13,736,500	\$1,200,000	\$273,091.14	0.645%
3) Massachusetts Electric Co.	Utility	\$1,398,000	\$13,005,350	\$260,744.84	0.616%
4) Andover Park Realty Trust	Office	\$13,582,200		\$249,369.18	0.589%
5) C A Investment Trust	Residential	\$14,420,600		\$236,571.24	0.559%
			Total	\$1,298,706.89	3.068%

FIFTEEN TOP REAL ESTATE ASSESSMENTS - FISCAL 1993

Taxpayer Name	Property Type	Real Property Assessment	Percent of Total Value	Total Tax Assessed
1) Andover Mills Realty Ltd. Partnership	Office	\$53,359,200	1.928%	\$979,961.55
2) Endrock Associates	Industrial	\$46,410,600	1.677%	\$851,690.51
3) Raytheon Co.	Industrial	\$44,244,300	1.599%	\$811,891.68
4) Hewlett-Packard Company	Industrial	\$36,563,600	1.321%	\$671,307.70
5) Gillette Company	Industrial	\$36,433,100	1.317%	\$668,911.72
6) Digital Equipment Corp.	Industrial	\$22,217,500	0.803%	\$407,913.30
7) American Real Estate Holdings	Industrial	\$18,563,900	0.671%	\$340,833.20
8) Digital Equipment Corp.	Industrial	\$17,324,000	0.626%	\$318,068.64
9) Connecticut General Life Ins. Co.	Hotel	\$15,121,300	0.546%	\$277,627.07
10) Genetics Institute, Inc.	Industrial	\$14,596,700	0.528%	\$267,995.41
11) Lowell Street Assoc. LP	Hotel	\$11,890,300	0.430%	\$218,305.91
12) Connecticut General Life Ins. Co.	Office	\$11,307,400	0.409%	\$207,191.50
13) Brookside Estates LP	Apartments	\$11,088,200	0.401%	\$156,343.02
14) Merrimac Mutual Fire Insurance	Office	\$10,130,400	0.366%	\$185,994.14
15) Sabago-Andover Realty Trust	Industrial	\$8,805,000	0.318%	\$161,659.80
Totals		\$358,055,500	12.940%	\$6,525,695.15

MARGARET G. TOWLE FUND

Under the terms of her will, the late Margaret G. Towle, long-term resident of Andover, bequeathed the residue of her estate to the Town of Andover, to be held and administered by it as a permanent trust fund. This trust is now known as the Margaret G. Towle Fund. Mrs. Towle stipulated in her will that the income from this fund "be devoted to the assistance of the procurement of assistance for worthy persons residing in the Town of Andover who may be in need of aid, comfort or support on account of old age, disability or unemployment."

The Fund is administered by a group of three Trustees, chosen by the Town Manager with the approval of the Board of Selectmen, which has disbursed the income from the Fund in accordance with the terms of Mrs. Towle's will. The cases are referred to the Trustees by private charitable groups and organizations, the Clergy and interested individuals.

During the twelve month period, the Trustees acted on seventeen (17) cases, disbursing \$20,764.73 on approved cases (which numbered 17) and small administration expenses. Only the income of the Fund is available. The principal of \$345,825.50 and a substantial portion of the current income is invested under the direction of the Trustees. All disbursements are made by the Town Treasurer upon vouchers approved by the Trustees.

Balance of Income as of Dec. 31, 1991	\$135,763.50
Receipts - 1992	<u>17,947.13</u>
	\$130,411.98
Disbursements - 1992	<u>20,764.73</u>
Balance of Income as of Dec. 31, 1992	\$109,647.25

JOHN CORNELL WOOD AND COAL FUND

The John Cornell Wood and Coal Fund was established by Article 17 of the 1983 Annual Town Meeting. Five thousand dollars was left to the Town to be used for the needy and poor to purchase wood or coal. Three trustees, chosen on a staggered basis, by vote at the Annual Town Meeting, administer the funds.

Balance on hand 7/1/91	\$28,120.37
Income 1991/1992	1,877.94
Disbursed	<u>280.00</u>
Balance as of 7/1/92	\$29,718.31

**TRUSTEES OF PUNCHARD FREE SCHOOL
ANDOVER, MASSACHUSETTS**

STATEMENT FOR THE YEAR ENDING DECEMBER 31, 1992

SUMMARY OF TRANSACTIONS

	01/01/92	PRINCIPAL FUND			12/31/92
Paine Webber Cash Fund	32,749.60	—GAIN ON SALE OF SECURITIES	31,918.75	Paine Webber Cash Fund	0.00
Securities at Book Value	100,539.96	—BROKERAGE FEES/TAX	(3,290.57)	Securities at Book Value	162,591.26
		—INVESTMENT COUNSEL FEE	(1,796.00)		
		—TRANSFERS FROM RESERVE FUND	2,469.52		
RESERVE FOR LOWER OF COST OR MARKET	0.00	—ADJUSTMENT TO COST/MARKET RESERVE	0.00	RESERVE FOR LOWER OF COST OR MARKET	0.00
	<u>133,289.56</u>	DECREASE	<u>29,301.70</u>		<u>162,591.26</u>

OPERATING ACCOUNTS

**(RESERVE FUND & CASH ACCOUNT)
INCOME**

CASH IN BANK-SAVINGS	4,320.75	DIVIDENDS RECEIVED	2,235.00	CASH IN BANK-SAVINGS	4,473.97
CASH IN BANK-CHECKING	2,288.30	INTEREST RECEIVED-BONDS/NOTES	2,784.70	CASH IN BANK-CHECKING	1,956.41
Paine Webber Cash Fund	6,421.72	INTEREST RECEIVED-OTHER	1,492.79	Paine Webber Cash Fund	4,804.67
				ACCRUED INTEREST	388.99
	<u>13,030.77</u>	INCOME TOTAL	<u>6,512.49</u>		<u>11,624.04</u>

EXPENSES

ANDOVER HIGH SCHOOL PROJECTS	5,034.14
MISC. OPERATING EXPENSES	415.56

EXPENSE TOTAL 5,449.70

NET GAIN 1,062.79

TRANSFERS TO PRINCIPAL:

-10% OF INCOME (1/1 - 12/31/92)	651.00
-UNEXPENDED SCHOOL PROJECT FUNDS	1,152.76 (7/1/91 - 6/30/92)
-TO ADJ FOR SECURITIES PURCHASED	665.76

DECREASE (1,406.73)

<u>146,320.33</u>	TOTAL PRINCIPAL AND OPERATING ACCOUNTS	<u>174,215.30</u>
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TRUSTEES OF PUNCHARD FREE SCHOOL
ANDOVER, MASSACHUSETTS

FUND ANALYSIS AS OF DECEMBER 31, 1992

	PRINCIPAL FUND	BOOK VALUE	MARKET VALUE	MARKET VALUE OVER BOOK VALUE
CASH				
PAINE WEBBER CASH FUND		0.00	0.00	0.00
SECURITIES				
STOCK				
100 SHARES ABBOTT LABS		3,050.00	3,037.50	(12.50)
100 SHARES AIR PROD & CHEMICAL INC		4,737.50	4,675.00	(62.50)
100 SHARES ALBERTSONS INC		4,575.00	5,050.00	475.00
100 SHARES AUTOMATAIC DATA PROCESSING		5,062.50	5,312.50	250.00
100 SHARES CENTRAL & SOUTHWEST CORP		2,812.50	2,912.50	100.00
100 SHARES EXXON CORP		5,887.50	6,112.50	225.00
100 SHARES KIMBERLY CLARK CORP		5,762.50	5,900.00	137.50
100 SHARES MOTOROLA INC		6,425.00	10,450.00	4,025.00
100 SHARES PEPSICO		4,075.00	4,150.00	75.00
100 SHARES SARA LEE CORP		5,875.00	6,000.00	125.00
50 SHARES SCHLUMBEGGER LTD		3,350.00	2,862.50	(487.50)
100 SHARES WACHOVIA CORP		6,562.50	6,825.00	262.50
100 SHARES WALL MART STORES INC		6,225.00	6,400.00	175.00
TOTAL STOCK		64,400.00	69,687.50	5,287.50
OTHER				
\$15,000 U.S. TREASURY NOTE, 6.00%, DUE 11/30/97		14,955.30	14,971.80	16.50
\$15,000 U.S. TREASURY NOTE, 8.125%, DUE 2/15/98		14,680.58	16,293.75	1,613.17
\$15,000 U.S. TREASURY NOTE, 7.125%, DUE 10/15/98		14,878.13	15,604.65	726.52
\$15,000 U.S. TREASURY NOTE, 6.375%, DUE 8/15/02		14,412.90	14,671.80	258.90
\$10,000 PEPSICO INC NOTE, 6.250%, DUE 9/1/99		9,740.00	9,675.00	(65.00)
\$10,000 AMER. TEL & TEL DEB, 7.000%, DUE 2/15/01		9,862.50	10,012.50	150.00
\$10,000 AMER. TEL & TEL DEB, 7.125%, DUE 12/1/03		9,787.50	9,975.00	187.50
\$10,000 IBM NOTE, 7.25%, DUE 11/1/02		9,874.35	9,975.00	100.65
TOTAL OTHER		98,191.26	101,179.50	2,988.24
TOTAL SECURITIES		162,591.26	170,867.00	8,275.74
RESERVE—LOWER OF COST OR MARKET		0.00		
TOTAL PRINCIPAL FUND		162,591.26	170,867.00	8,275.74
	RESERVE FUND			
RESERVE CASH				
ANDOVER SAVINGS BANK PRIME ACCOUNT		4,473.97		
ACCRUED INTEREST		388.99		
PAINE WEBBER CASH FUND		4,804.67		
TOTAL RESERVE FUND		9,667.63	9,667.63	0.00
	CASH FUND			
CHECKING ACCOUNT				
BAYBANK		1,956.41	1,956.41	0.00
TOTAL FUNDS		174,215.30	182,491.04	8,275.74

**TRUSTEES OF PUNCHARD FREE SCHOOL
ANDOVER, MASSACHUSETTS**

STATEMENT FOR THE YEAR ENDING DECEMBER 31, 1992

SCHOLARSHIPS AND SPECIAL FUNDS

	BALANCE 1/1/91	CURRENT YEAR NET INCOME	SUB TOTAL	LESS AWARDS	BALANCE 12/31/92
H.W. & M.P. BARNARD	3,438.31	264.55	3,702.86	0.00	3,702.86
J.W. BARNARD	6,945.76	534.42	7,480.18	0.00	7,480.18
ALICE M. BELL	1,018.18	78.34	1,096.52	0.00	1,096.52
EDNA G. CHAPIN	2,323.55	178.78	2,502.33	0.00	2,502.33
FRED W. DOYLE	12,464.22	959.03	13,423.25	1,000.00	12,423.25
WARREN F. DRAPER	1,514.94	116.56	1,631.50	0.00	1,631.50
WILLIAM G. GOLDSMITH	1,768.79	136.09	1,904.88	0.00	1,904.88
ELIZABETH T. GUTTERSON	1,018.17	78.34	1,096.51	0.00	1,096.51
MYRON E. GUTTERSON	1,020.33	78.51	1,098.84	0.00	1,098.84
ANDOVER GRANGE	2,491.61	191.71	2,683.32	0.00	2,683.32
PUNCHARD TRUSTEES	10,351.14	796.44	11,147.58	1,000.00	10,147.58
RESERVE-COST OR MKT.	0.00	(408.50)	(408.50)	0.00	(408.50)
	<u>44,355.00</u>	<u>3,004.27</u>	<u>47,359.27</u>	<u>2,000.00</u>	<u>45,359.27</u>

SUMMARY-INCOME/(EXPENSE)

INTEREST INCOME	750.40
DIVIDEND INCOME	834.26
GAIN/(LOSS) ON SALE OF SECURITIES	2,575.00
BANK PENALTY	(127.49)
BROKERAGE FEES	(262.39)
INVESTMENT COUNSEL FEES	(357.00)
ADJ. TO LOWER OF COST OR MARKET	(408.50)
NET INCOME	<u>3,004.28</u>

FUNDS/SECURITIES HELD	MARKET VALUE	BOOK VALUE
PAINE WEBBER CASH FUND	3,887.67	3,887.67
ACCRUED INTEREST ON BONDS PURCHASED	146.66	146.66
100 SHARES DUN & BRADSTREET CORP	5,775.00	4,262.50
200 SHARES GREENARY REHABILITATION GROUPS INC.	850.00	1,650.00
50 SHARES NICHOLS INSTITUTE -NEW	312.50	700.00
50 SHARES NICHOLS INSTITUTE CL C -NON VTG.	275.00	700.00
350 SHARES ROLLINS ENVIRONMENTAL SVCS	4,418.75	4,812.50
\$5,000 U.S. TREASURY NOTE, 6.00%, 11/30/97	4,990.60	4,985.10
\$5,000 PEPSICO INC NOTE, 6.250%, 9/1/99	4,837.50	4,870.00
\$5,000 U.S. TREASURY NOTE, 6.375%, 8/15/02	4,890.60	4,804.30
\$5,000 IBM NOTE, 7.25%, 11/1/02	4,987.50	4,961.85
\$10,000 U.S. TREASURY NOTE, 6.000%, 12/31/97	9,987.50	9,987.20
RESERVE FOR LOWER OF COST OR MARKET		(408.50)
	<u>45,359.28</u>	<u>45,359.28</u>

MEMORIAL HALL LIBRARY

The Library as a Treasure Trove

The best bargain in Town is the Library. Why? Because for your tax dollar, which is the equivalent of the price of one video or two cassette tapes or two fiction books or one magazine subscription, you can have access to over:

175,000 adult books
40,000 childrens books
1,400 sound cassettes (music)
1,500 compact discs
242 books on tape
2,600 videos
400 periodicals
300 programs
9 museum passes
plus inter-library loan availability region-wide, state-wide, country-wide and world-wide.

Nowhere does your tax dollar stretch so far!

Other interesting information:

- Andover is the 48th largest city/town in Massachusetts.
- The Memorial Hall Library ranks 9th in Massachusetts in amount of materials circulated.
- The Memorial Hall Library ranks 2nd in per capita circulation in cities/towns over 20,000 population.
- The Memorial Hall Library has less staff than other comparable libraries with less circulation. It has less staff than it did in 1980.
- 1,400 people use the Memorial Hall Library on an average weekday.
- An estimated 300,000 people use the Memorial Hall Library per year.
- Almost half a million items were circulated in 1992.

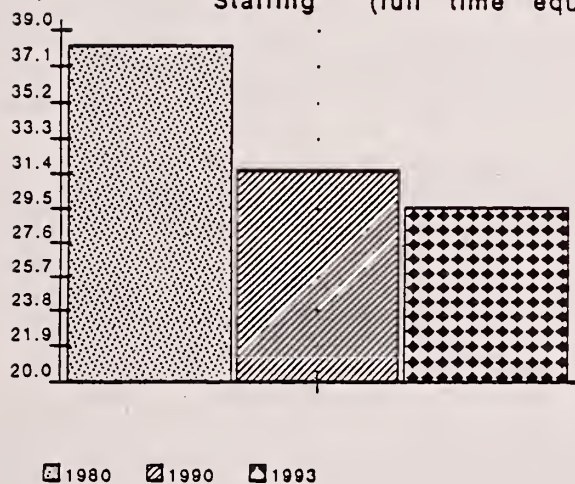
The Reference Department reports that questions most asked are about investment services, job search and help wanted ads, business profiles, college and scholarship information, car prices, product evaluations, travel information, medicine and drugs, biographical information, school assignment research and instructions in equipment use, computers and magazine indexes.

MEMORIAL HALL LIBRARY

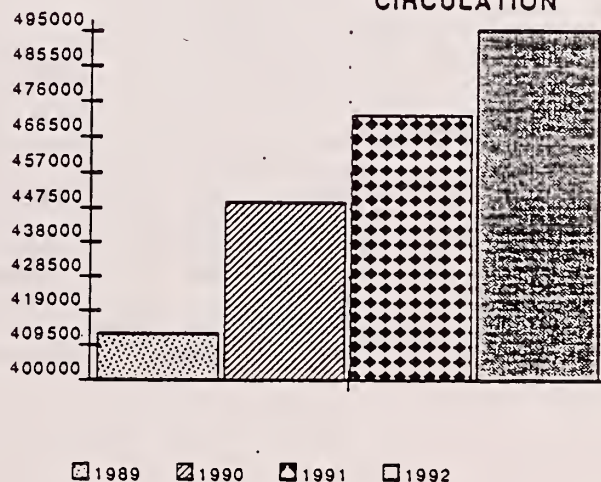
CIRCULATION	1992	1991	1990
Adult Books & Print	204168	200481	194576
Children's Books & Print	161749	154492	143486
Young Adult Books	9276	7488	6273
Periodicals	39681	36027	36496
Adult Sound Recordings	30289	34455	35332
Adult Videos	24915	23218	24346
Children's Videos	5989	5832	1404 *
Other Adult	543	548	519
Other Children's	8478	7844	8310
Museum Pass Use	1498	1423	1315
Total	486586	471808	452057
OTHER STATISTICS			
Reference Questions	31187	29699	29801
Periodicals Owned	421	429	447
Programs	287	266	281
Program Attendance	10471	6023	7914
Reserves Placed	10554	10109	9189
Interlibrary			
Loan Requests	2600	2306	2113

* Most of year in Adult Videos

Staffing (full time equivalent)



CIRCULATION



FIRE DEPARTMENT

In conjunction with the Town's 21st Century program adopted by the Board of Selectmen in 1992, the Andover Fire Department's mission statement is as follows: *"To proudly protect lives and property by providing prompt, skillful, cost-effective fire protection and life safety services to the residents of Andover."* To achieve this goal, the Department strives to prevent loss to property from fire or fire related activities through inspections, training, and maintaining its fire alarm system; loss of life through prompt professional delivery of emergency medical services; and, provides programs to increase fire safety awareness among area citizens.

We are happy to report that this year the Fire Department became completely computerized and now operates through a computerized dispatch system.

Calendar Years:	1989	1990	1991	1992
Service Calls:				
Alarms of Fire	1838	1688	1711	*
Service Calls	649	680	652	*
Actual Fires	*	*	*	262
Rescues	*	*	*	27
Misc. Alarms	*	*	*	248
Accidental Alarms	641	493	482	615
Mutual Aid-Fire	40	37	32	30
False Alarms	63	85	23	64
Ambulance Calls	1459	1503	1557	1584
Mutual Aid-Ambulance	164	218	125	172
Prevention Activities	883	1291	1696	2317
Total Service Calls:	5737	5995	6278	5319
Licenses/Permits Issued	1173	1387	1303	1820
Fire Alarm Boxes	*	108	115	115

* Figures not available due to new computerization system and realignment of calls.

Income (By Fiscal Year):

Licenses, Permits				
Fire Alarm Boxes:	\$10,430	\$ 27,866	\$ 41,201	\$ 49,930
Ambulance Fees:	\$99,600	\$115,590	\$140,609	\$170,490

<u>Personnel:</u>	68	65	64	63.5
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Facilities:

Central Station:
32 North Main St.
West Station:
Greenwood/Chandler Rds.
Ballardvale Station:
Clark & Andover Sts.

Apparatus/Equipment:

2 Ambulances; 1 Ladder Truck; 2 Pumpers;
1 Boat; 4 Sedans.
1 Pumper; 1 Fire Alarm Truck; 1 Boat.
1 Pumper; 1 Boat.

POLICE DEPARTMENT

The year 1992 saw the Police Department start with one less position from the year before. The retirement of Lt. Donald Mooers, and the elimination of his position, reduced the number of sworn personnel from 50 to 46. We also saw the resignation of Officer Matthew Aumais, who was selected for the Massachusetts State Police Academy.

The department was plagued with injuries this year and operated most of the year with four (4) less men - three were out due to on-the-job injuries, and one on extended sick time. Although the department was short-handed, the remaining personnel picked up the slack and performed in an extraordinary manner.

In the areas of Operations, Lieutenant John Lynch and Sergeant William MacKenzie designed a new color scheme for the marked cruisers. New mobile computer terminals were installed in the new marked cruisers.

The department completed a two-year program of changing from the old style police revolver to the new semi-automatic handgun. During this time, all members were given two days of training prior to the issuance of this new weapon.

In July, the department applied for and received a \$2,000 grant from the Greater Lawrence Highway Safety Committee to promote seat belt safety and pedestrian safety.

In December, the department received another grant totalling \$14,000 from The Governor's Highway Safety Council to be used for drunk driving enforcement, pedestrian safety and seat belt safety. This grant was accomplished by the work of Operations Commander Phillip E. Froborg and Sergeant Brian Pattullo.

The Detective Division investigated 435 incidents in 1992 - twenty-two suspects were arrested and one subject admitted to committing over two hundred breaks in order to support his drug habit. The Detective Division also investigated two parental kidnappings with successful results. Fingerprints were used in forty-six cases to identify the perpetrators.

The Fingerprint Section printed over one hundred local residents on requests for job clearance or adoption papers. This unit issued 317 permits for either Firearms Identification cards or Pistol Permits. They photographed eighty-one separate incidents, serious accidents, accidents involving Town vehicles, accidents involving Town property and serious cases where photos are required for court evidence.

ANIMAL CONTROL

Animal Control saw a large decrease in dog complaints during 1992. The Animal Control Officer was busy during the year in other areas:

- attended three one-day seminars on rabies.
- addressed the Department of Community Services Dog Obedience classes on dog laws in the Town of Andover.
- investigated a dog shooting and follow-up with a court conviction for the crime of cruelty of animals.
- did an article with the Andover Townsman regarding his job, responsibilities and issues related to rabies.
- is in the process of developing a Rabies Awareness Program with the schools, Health Department and Andover Animal Hospital.

	<u>1990</u>	<u>1991</u>	<u>1992</u>
Number of citations issued	41	54	54
Fines/fees collected	\$2,355	\$2,603	\$2,433
Dog Complaints	871	786	531
Impounded Dogs	155	131	115
Lost Dogs	132	94	84
Dogs Found	71	47	52
Impounded Cats	32	54	58
Numbers of calls answered	2,418	2,041	1,935

ANDOVER EMERGENCY MANAGEMENT DEPARTMENT

The Director attended required meetings on Emergency Management and Preparedness both at the State and Federal levels.

The State also offered courses on Hazardous Materials Spills and how to handle them safely and professionally. Andover departments involved with this responsibility sent delegates for training and experience.

The Commonwealth of Massachusetts removed the Town of Andover as a primary relocation site in case of an incident at the Seabrook Nuclear Power Plant. The new site is Tewksbury, site of the Massachusetts Emergency Management Agency area headquarters.

The Auxiliary Police continued to assist the Police Department in many functions such as road races, 4th of July celebration, etc. thus accumulating many volunteer hours.

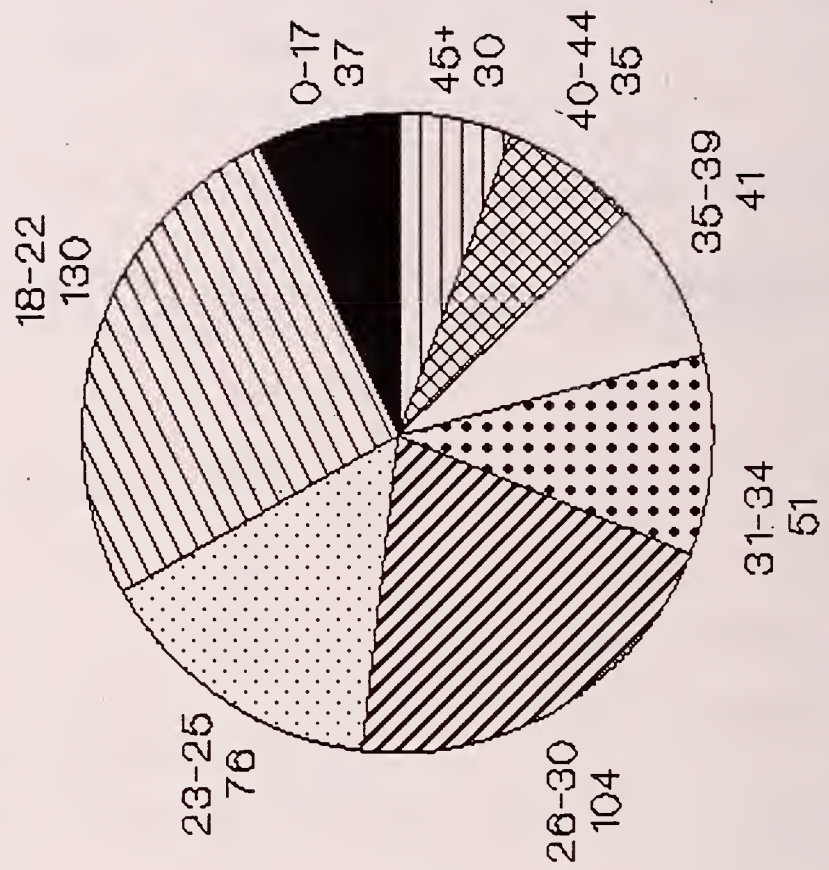
The Communications Section held their weekly radio checks and also supported the Police Department in many functions throughout the year.

ANDOVER POLICE DEPARTMENT ANNUAL SUMMARY 1992

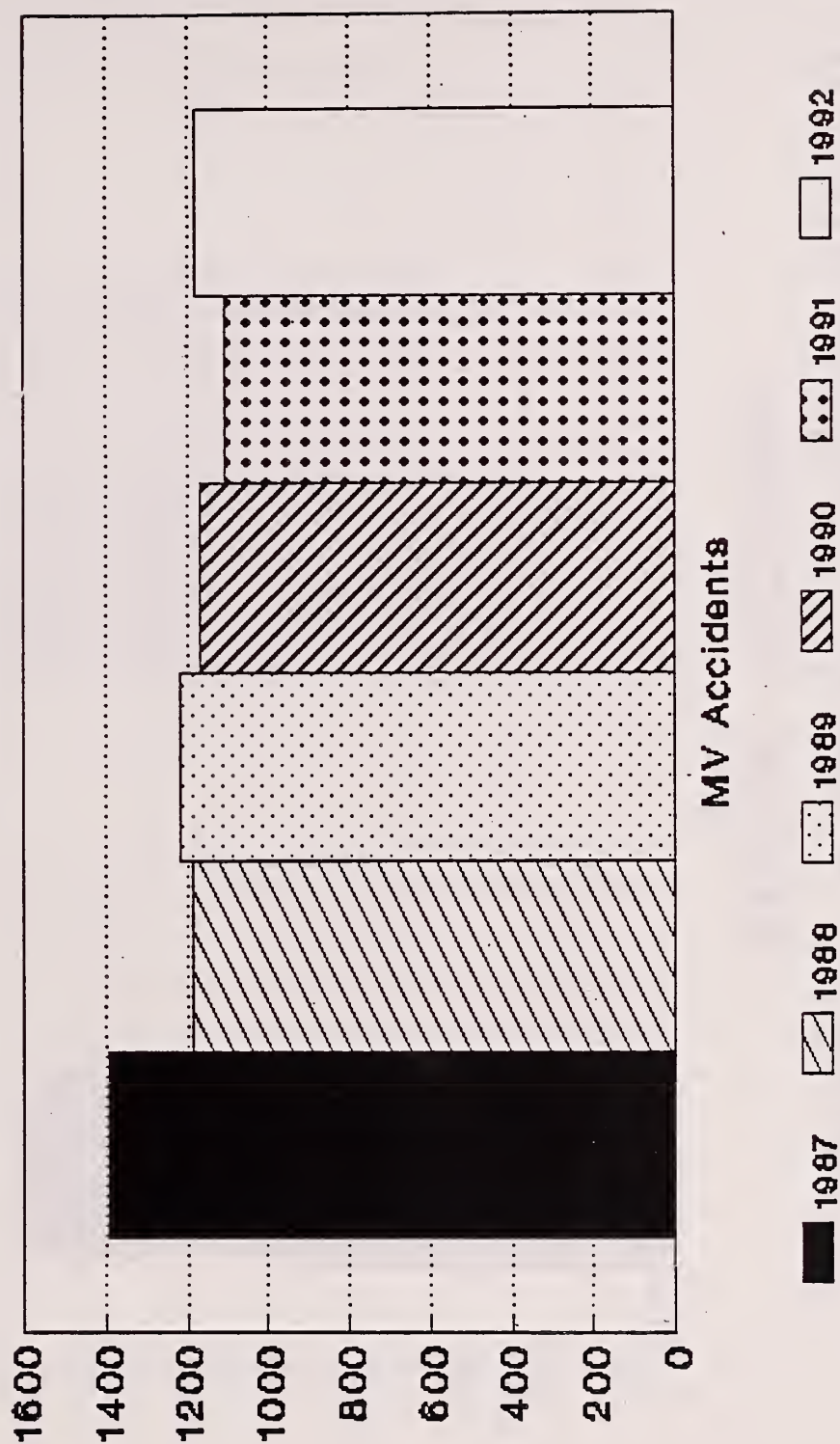
	1989	1990	1991	1992
Total Incidents	25,080	25,508	22,905	22,023
Adult Arrests	506	655	530	476
Juvenile Arrests	23	63	19	28
Total Arrests	529	718	549	504
B & E	278	180	170	175
Larceny	691	611	467	587
Stolen Cars	162	169	161	152
Stolen Bicycles	38	56	100	69
Domestic Abuse	8	31	24	28
MV Accidents	1,216	1,170	1,106	1,182
MV Fatalities	5	4	3	4
Vandalism	368	327	341	282
Parking Violations	11,750	11,674	9,699	10,100
MV Citations	4,746	4,152	3,023	3,025
Mileage	364,737	430,545	414,764	403,983
Gasoline (gallons used)	51,280	46,001	49,694	44,045

Arrests by Age

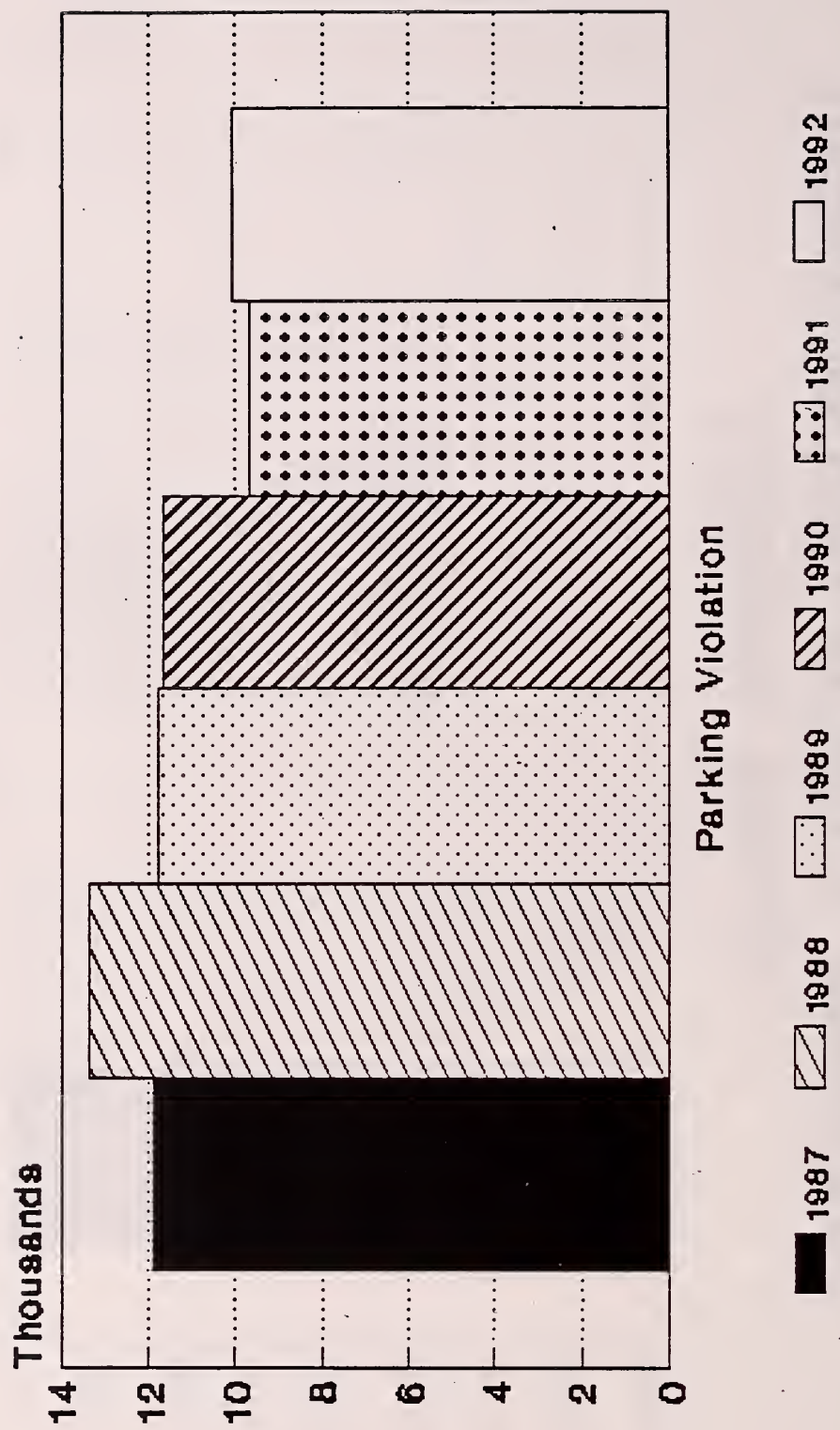
1992



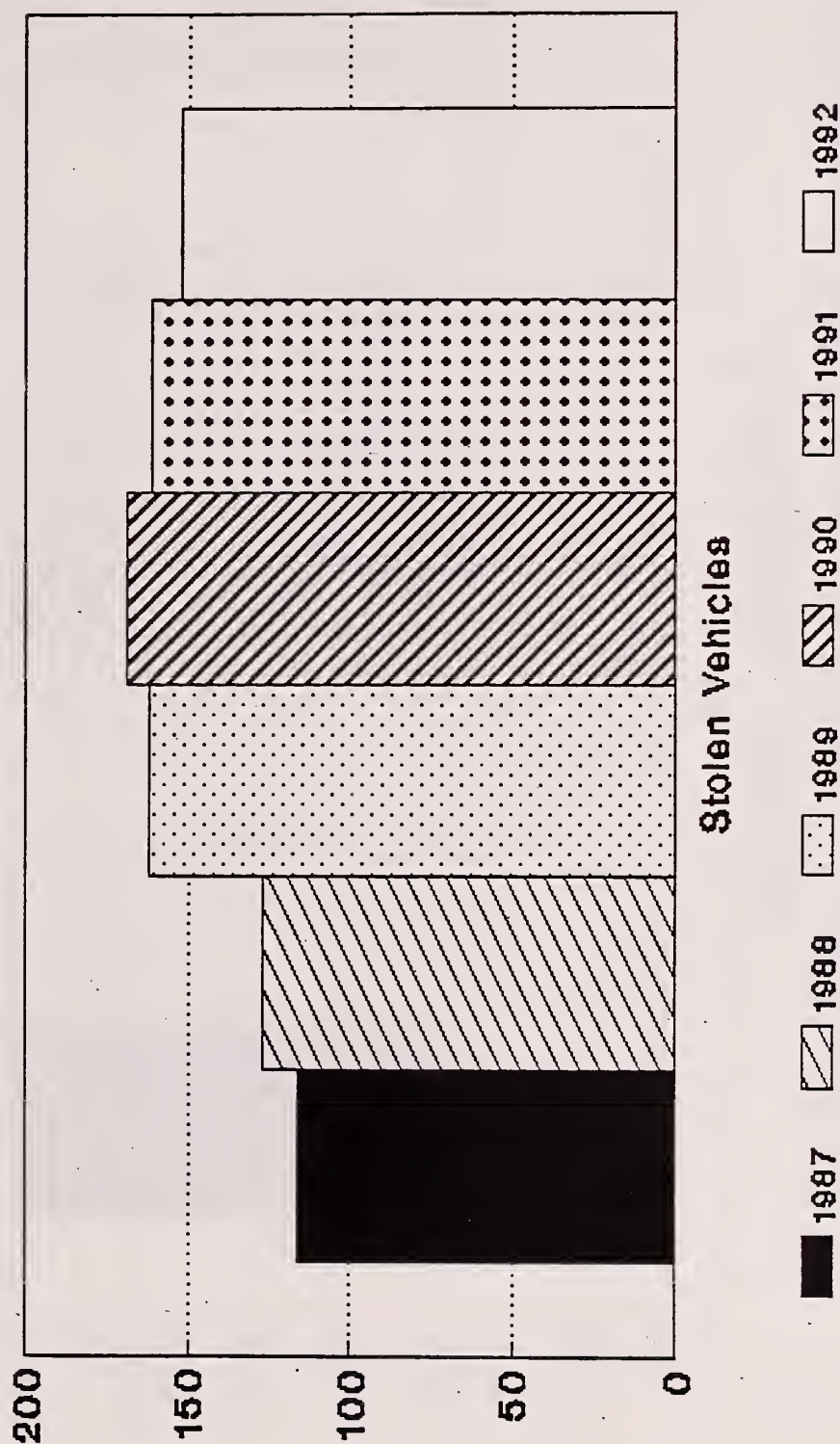
Andover Police Department Annual Summary



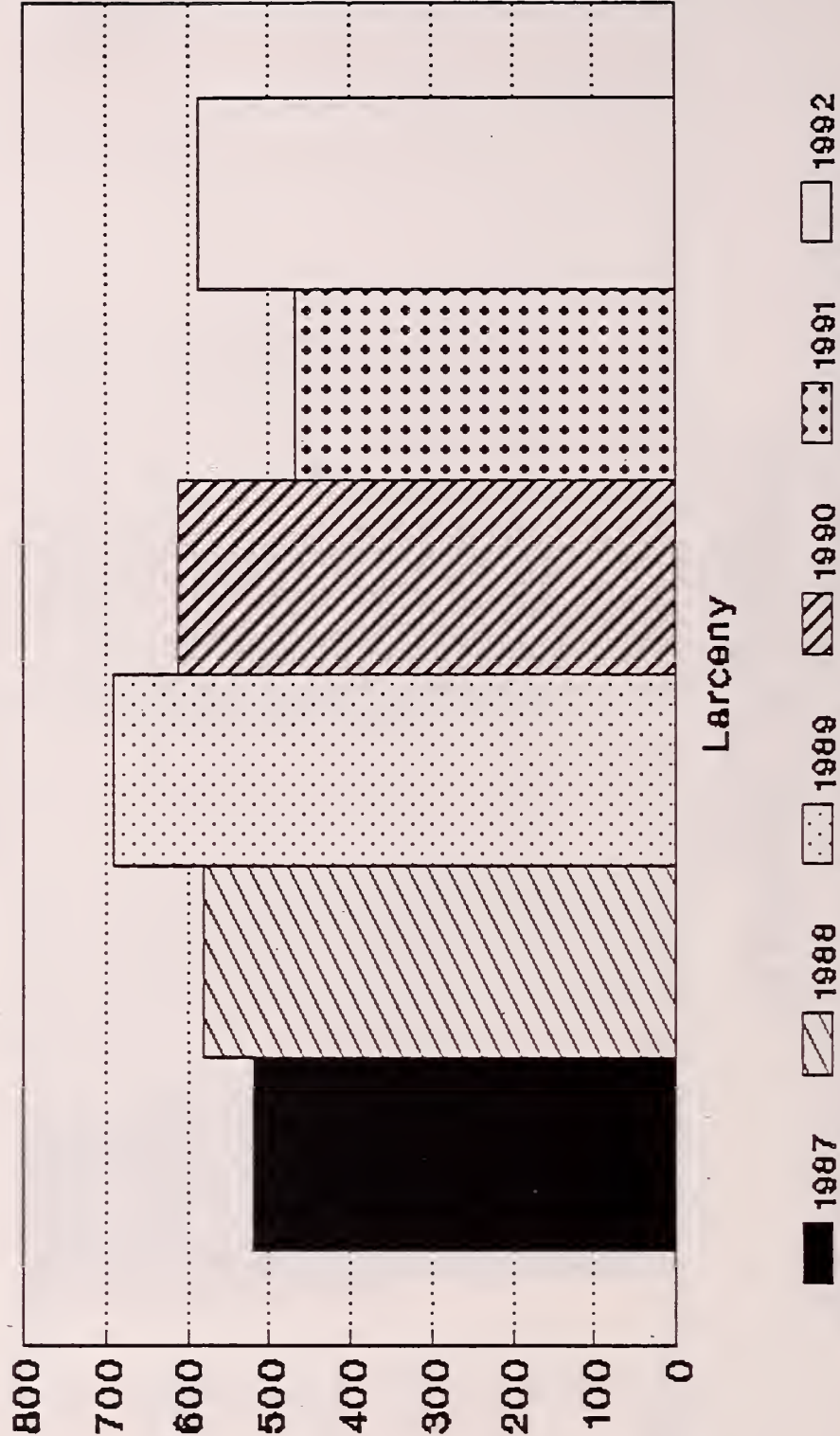
Andover Police Department Annual Summary



Andover Police Department Annual Summary

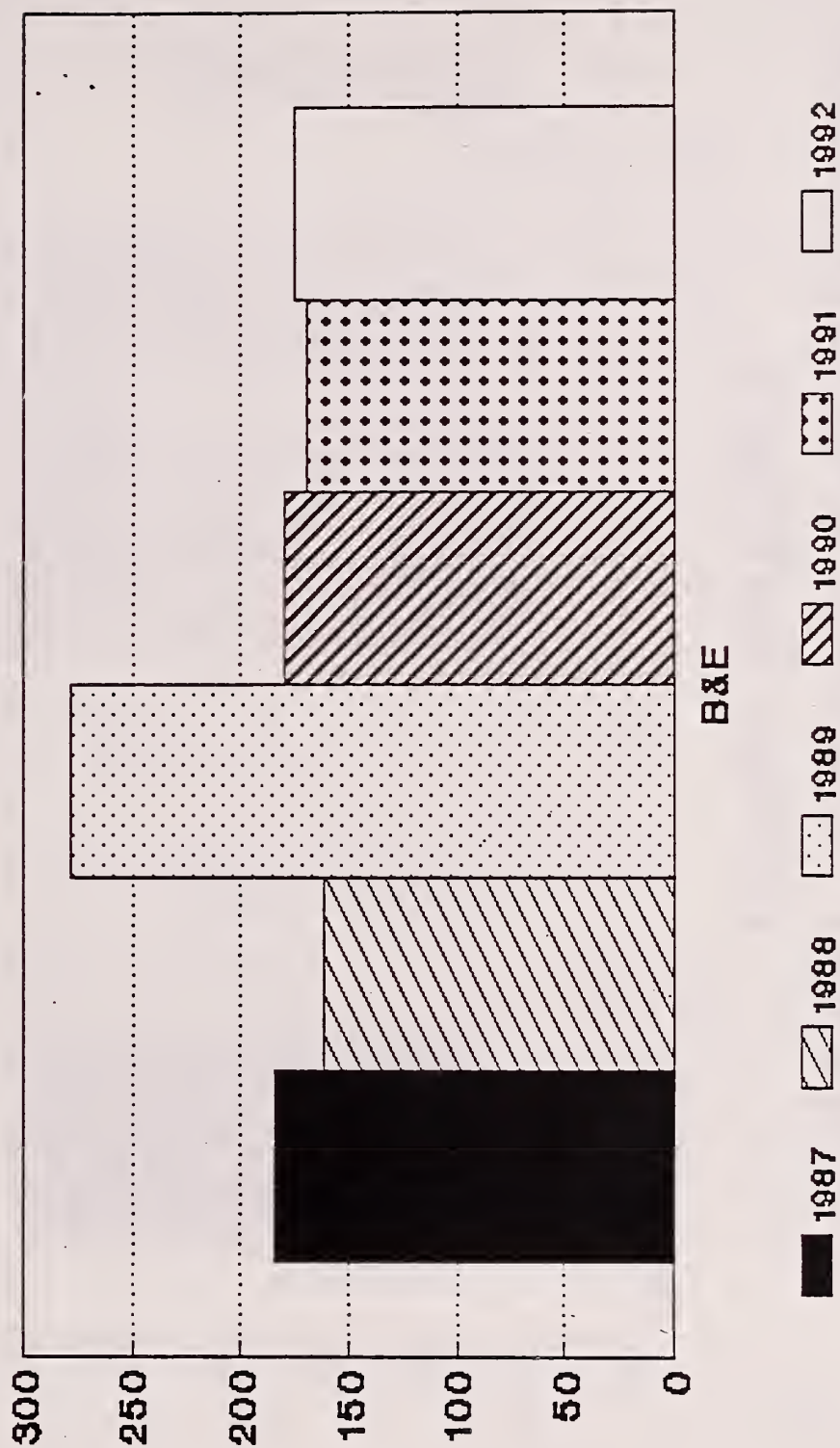


Andover Police Department Annual Summary

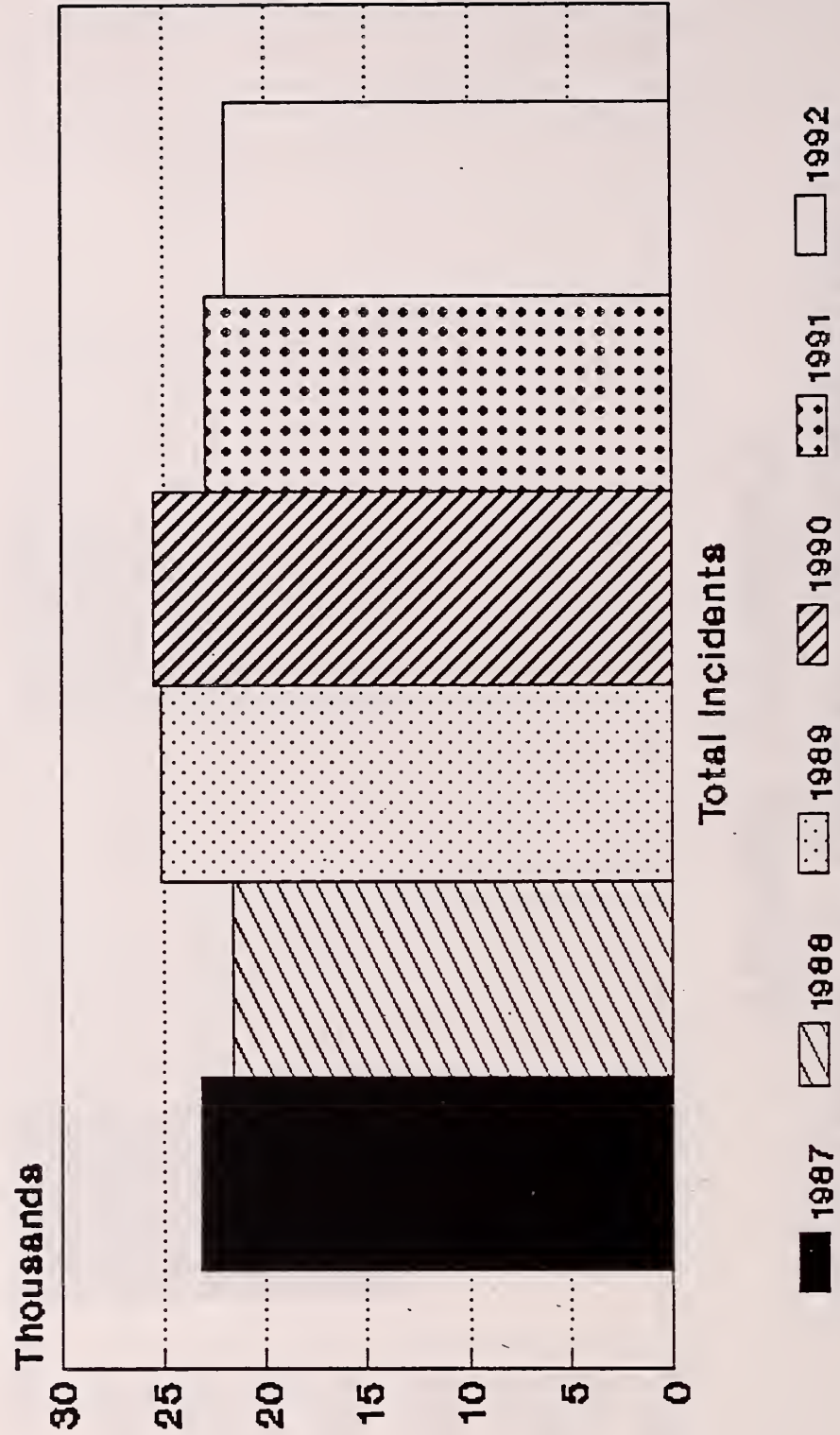


Andover Police Department

Annual Summary



Andover Police Department Annual Summary



ANIMAL INSPECTION

	<u>1990</u>	<u>1991</u>	<u>1992</u>
Number of dogs quarantined for biting	27	20	19
Number of animals tested for Rabies	0	0	3
Number of barns inspected	33	28	23
Number of beef calves under one year	4	23	1
Number of beef cows over two years	10	47	36
Number of beef heifers one to two years	25	8	0
Number of beef bulls	4	3	0
Number of beef steers	60	35	35
Number of beef herds*	1	3	2
Number of donkeys	0	11	2
Number of horses	79	72	65
(includes work and saddle horses)			
Number of ponies	30	23	20
Number of goats	5	13	17
Number of sheep	1	3	6
Number of swine	103	77	65
Number of swine herds*	1	2	2

* One animal constitutes a herd

COMMUNITY SERVICES

The Department of Community Services continues to rate the pulse of the community and transfuse their ideas into worthwhile programs. A constant effort to improve customer service by employing Total Quality Management techniques has paid off with increased enrollment and revenues. Increases are attributed to an excellent repertoire of community-based instructors, streamlined registration including Fax, VISA/Mastercard, overnight mailbox, increased identification with "blue book". We feel that economic restraints of recent years force the community to choose public, less expensive programs over private programs. The quality factor keeps them coming back to our programs.

Class and program revenues are as follows:

	<u>1990</u>	<u>1991</u>	<u>1992</u>
Class participants	2,803	3,083	3,754
Class Revenue	\$ 85,710	\$105,596	\$138,397
Programs (camps, trips)	\$115,436	\$130,227	\$131,019
Amount of Tax Support	\$136,339	\$ 57,321	\$ 53,274

MUNICIPAL MAINTENANCE

The Department of Municipal Maintenance provides services to all departments requesting repair or new work to their facilities, grounds or vehicles. The department also provides services to the general public for street lighting, traffic lights, rubbish pickup, park and parking lot lighting, athletic fields, fencing, leaf composting, Christmas tree pickup, tree work, and custodial services for events. The department is charged with keeping Andover facilities, vehicles and grounds in good condition and to improve the facilities through an on-going capital improvement program. The Department of Municipal Maintenance manages the Spring Grove Cemetery and is actively clearing and constructing additional areas for burials.

The department is required to keep abreast of required Federal, State and Town laws, the American Disabilities Act regulations, and laws concerning health safety, pesticide application, underground fuel tanks, radon, air quality, asbestos, lead paint and hazardous waste disposal.

The Director of Municipal Maintenance Department has supervision of three Superintendents, the Facilities Coordinator, Administrative Secretary, Account Clerk, two part-time Receptionist/Switchboard Operators, one part-time Clerical Assistant and one part-time Computer Operator.

BUILDING MAINTENANCE DIVISION

The following are some of the highlights which the Building Maintenance Division completed during 1992:

- West Middle School - New ceilings in the corridors and kitchen areas. Smoke doors, frames and hardware (17 sets) were installed throughout the building. The building was painted throughout. New student lockers were installed. Gymnasium floor was sanded and restriped and new bleachers were installed.
- Doherty Middle School - Walls were removed in some areas of the building and in other areas, new walls were constructed to make new classrooms and more classroom space available. Three sets of new smoke doors were installed. Paint touch-ups were done throughout.
- Andover High School - Folding doors were removed and permanent walls were constructed in two classrooms.
- West Elementary School - New ceilings were installed in the first grade area corridor and by the old gymnasium. Two sets of new outside doors were installed.

- Ballardvale Fire Station - Sill board was rotten and was replaced with a new board. The kitchen area was completely renovated and new stairs were installed leading to sleeping quarters.
- Playground equipment throughout the Town was sprayed with waterproof silicone to preserve wood. Installed miscellaneous new equipment throughout the Town.

Total work orders and percentage completed for the Town and School buildings are as follows:

	<u>1991</u>		<u>1992</u>	
Town Buildings	147	30%	414	24%
School Buildings*	<u>342</u>	<u>70%</u>	<u>1281</u>	<u>76%</u>
Total	489	100%	1695	100%

* Percentage breakdown by school building as follows:

Andover High School	25%	21%
Bancroft School	8%	9%
Doherty Middle School	21%	18%
Sanborn School	2%	6%
Shawsheen School - Early Childhood Center	5%	5%
South Elementary School	6%	4%
West Elementary School	7%	17%
West Middle School	18%	16%
Collins Center	2%	2%
East Wing Office	6%	2%
(School Administration & Council on Aging)		

MUNICIPAL BUILDINGS DIVISION

The Municipal Buildings Division is responsible for the scheduling and renting of schools, school and town fields, Recreation Park, and the Old Town Hall in the Andover Town House.

Schools

Rentals remain constant. Approximately 650 permits were issued in 1992 to school/municipal personnel, scouting organizations/youth leagues, and private individuals.

School/Municipal:	60%
Scouting Organizations/Youth Leagues:	18%
Private Individuals:	22%

School/Town Fields

All fields continued to be rented to capacity from the beginning of April through mid-November. Permits were issued for over 2,800 uses of town/school fields to youth leagues (Little League, Soccer, Girls Softball, Junior Football) and adult groups.

Youth Leagues:	93%
Adult Groups:	7%

Recreation Park

In addition to the park being used for two programs sponsored by the Department of Community Services (Andover Men's League and Youth Day Camp), permits are issued for weekend use from mid-May to mid-October to resident and non-resident groups. Permits are also issued for mid-week rentals when camp is not in session. Rentals remain constant. Fifty-two permits were issued in 1992.

Residents:	54%
Non-Residents:	46%

Old Town Hall

Rental agreements for the use of the Old Town Hall in the Andover Town House have been issued since February 1990 to municipal/school groups, residents and non-residents. Eighty-three rental agreements were issued in 1992.

	<u>1990</u>	<u>1991</u>	<u>1992</u>
Residents	64%	65%	78%
Non-Residents	19%	24%	13%
School/Municipal	17%	11%	9%

The goal of the Municipal Buildings Division is to continue to promote positive community relations with school/town departments, community organizations and the general public.

PARKS AND GROUNDS DIVISION

The three Parks and Grounds Divisions (Parks and Grounds, Cemetery and Forestry) are independent and interdependent. They all operate under the supervision of one superintendent. They share certain pieces of equipment and work together on special projects. As with any public agency with manpower, special equipment, and vehicles in its inventory, the three divisions perform many tasks seemingly unrelated to their principal horticultural maintenance duties such as delivering surplus government food to the Senior Center, litter control, trash removal, recycling, flagpole maintenance, fence/gate/backstop repairs, drainage connections, ice control, snow removal, and moving extraordinarily heavy objects like the whiskey barrels used as planters in the downtown area.

Parks

This division maintains 2.75 million square feet of ballfields and 1.4 million square feet of lawn areas. Ballfields are located on all school grounds and other areas such as Recreation Park, Ballardvale Playground, upper Shawsheen, lower Shawsheen, the Bowling Green, and the Deyermond Field. Lawn areas are the grounds of all Town and School buildings, parks, playgrounds, and designated islands, triangles, and other parcels throughout the Town. Ballfields are prepared (groomed and lined) for all secondary school athletic events. Turf maintenance consists of mowing, aerating, watering, overseeding, liming, fertilizing and controlling weeds and insects. Pesticide operations are conducted by trained and licensed personnel using approved pesticides and methods. This division also maintains small trees, shrubs and shrub beds on Town property and cuts back brush encroaching upon ballfields and recreation areas.

Cemetery

Spring Grove Cemetery on Abbot Street is owned and operated by the Town of Andover. The cemetery contains approximately sixty acres and is approximately 75% developed. During 1992, there were 83 burials and 81 grave sites were sold. \$58,935 in fees were collected - \$39,815 was turned over to the Town Treasurer and \$19,120 was added to the principal of the Perpetual Care Fund. Cemetery operations and maintenance consist of burials, mowing, trimming, turf care, pruning of shrubs and small trees, leaf pickup, snow removal, care of its own facilities and equipment, and out-of-cemetery tasks such as trash in Recreation Park, drainage work and construction. During 1992, the cemetery crew planted ornamental Pine and Beech trees purchased with funds from the estate of Sidney P. White.

A three-year comparison of burials, sales, and monies collected is as follows:

	<u>1990</u>	<u>1991</u>	<u>1992</u>
Burials	84	72	83
Grave Sites Sold	140	109	81
Total Monies Collected	\$48,270	\$57,425	\$58,935

Forestry

Forestry is responsible for the maintenance of trees along the roadside, on school property, and other Town-owned land. During 1992, 107 dead and dying large trees were removed. The Forestry Division planted 38 shade trees along the roadside. Tree varieties planted were: Bradford Pear, Green Ash, Armstrong Maple, White Pine and Honeylocust. Approximately 25% of the personnel's time was spent on pruning which consists of street-by-street pruning, problem tree pruning, storm repairs, flatclearing areas of undesirable vegetation, and removing obstructions at intersections

and curves thus providing better visibility. The Forestry Division also mowed tall weeds along the roadside throughout the Town.

A three-year comparison of removals and planting is as follows:

	<u>1990</u>	<u>1991</u>	<u>1992</u>
Trees Removed	116	122	107
Trees Planted	120	37	38

PLUMBING/HEATING/ELECTRICAL DIVISION

The following are the major accomplishments during 1992:

- West Elementary School - Two new boilers installed, lighting installed in original section of the school.
- West Middle School - All new lighting installed in all corridors, upgrade of all toilet facilities.
- Andover High School Lovely Field - Installation of new underground wiring for field lighting.
- South Elementary School - New lighting installed throughout the school.
- Sanborn Elementary School - New boiler installed.
- Town Offices - New smoking area was created.

Street lighting - Street and traffic lights have developed into a considerable time-consuming task. They require special equipment (bucket truck) and special training for our service personnel to perform this function.

VEHICLE MAINTENANCE DIVISION

In 1992 the division purchased five new police vehicles, a new ambulance for the Fire Department and also a new truck for the Highway Department and Tree Department.

The following statistics indicate the gallons of gasoline and diesel fuel used by the Town departments:

		<u>1990</u>	<u>1991</u>	<u>1992</u>
Police Dept.	Gasoline	77,025	56,903.5	46,668.74
Fire Dept.	Gasoline	4,773	12,089.16*	4,456.18
	Diesel	6,151		5,988.90
DPW	Gasoline	44,207**	20,240.92	7,602.10
	Diesel	20,618.5	11,399**	10,887.7

		<u>1990</u>	<u>1991</u>	<u>1992</u>
DMM	Gasoline			21,961.1
	Diesel			2,232.9
Collaborative	Diesel			4,367.7
Council on Aging	Gasoline			735.8
Library	Gasoline			2,622
Town Manager	Gasoline			554.2

* Total includes both gasoline and diesel fuel.

** Total includes DMM for FY-90 and FY-91.

DEPARTMENT OF PUBLIC WORKS

ENGINEERING

Construction supervision was provided for the following projects:

- Completion of surface water drainage contract from 1989 - Greenwood Road, River Street and Andover Street.
- Installation of water main - Glenwood Road extension.
- Sewer construction in North Street to Webster Street completed.
- Gasoline tank removal at Barron's Country Store.
- Replacement of water main in High Plain Road from Serenity Lane to Beacon Street and in Beacon Street from High Plain Road to the West Elementary School.
- Pavement recycling and paving of Greenwood Road between High Plain Road and Lowell Street.
- Bidding, layout and supervision of traffic light installation and intersection improvements at Lowell Street and Haggetts Pond Road.
- Fence and guard rail on Lowell Street near the Water Treatment Plant.
- Clark Road curb and sidewalk replacement, 800 feet more or less at the Dascomb Road end.
- Bids were received for the installation of traffic lights on Dascomb Road at Frontage Road. Construction to take place in the spring.

A great deal of time was spent this year on the following projects:

- York Street improvements under a CDAG grant.
- Rehabilitation plans by consultants for the Central Street and Stevens Street bridges over the Shawsheen River.
- River Road improvements - Route 93 to the Lawrence line.
- Harding Street railroad bridge replacement by the Massachusetts Department of Public Works.

Preliminary and/or definitive plans for 12 subdivisions of land with a total of 255 lots were reviewed for the Planning Board to determine conformance with its rules and regulations and to ascertain the adequacy of the proposed utilities. The necessary performance bond amounts were figured where needed and field inspections of subdivisions under construction were carried out. Legal descriptions for roadway layouts and easements were checked before they were filed in the Registry of Deeds.

Survey, easement and betterment plans were prepared where necessary for the projects outlined above and for other proposed projects. Federal and State government agencies were consulted on engineering matters, principally concerning Chapter 90 construction, sewer main extensions and State Highway projects.

Many Town residents and others were assisted in obtaining information concerning existing utilities, street layouts, industrial and residential sites and other general information. The Engineering Division's records were maintained and updated and other Town Departments were aided in obtaining information. The Engineering Division updates the Town's Assessors maps and prints the necessary copies for the Town departments. Street opening permits for the installation and repair of underground utilities were issued through this division and the necessary inspections were carried out.

HIGHWAY

Six streets were resurfaced with bituminous concrete for a total of 2.2 miles.

During the spring and summer, two sweepers were kept busy in continuous cleaning of all streets after winter sanding. Both sweepers begin each morning at 5:00 A.M. The Highway Division assists the Engineering Division in its inspection of the conditions of new streets before they are accepted as public ways. The Highway Division also provides men and equipment for all other divisions when needed.

During 1992, 1,288 catchbasins and seven storm drains were cleaned and kept free of all debris. All Town brooks were also cleaned and maintained. Forty-eight catchbasins and two storm drains were repaired because of deterioration and damage caused by frost and icy conditions during the winter season. The Highway Division, with the help and cooperation of all other divisions of the Public Works Department and the Department of Municipal Maintenance, is also responsible for snow removal and ice control, including flood control for all Town roads.

SOLID WASTE

The Town, under contract, collected 11,233 tons of residential refuse. Andover, being a member of the North East Solid Waste Committee (NESWC), has its refuse transported and processed at the Regional Waste-to-Energy Plant in North Andover, where the refuse is incinerated to generate electricity. The Solid Waste Division oversees the mandatory curbside recycling program for newspapers/magazines and glass along with the voluntary drop-off program collecting #1 & #2 plastics, aluminum materials, and metal containers. In 1992, the curbside recycling program for newspapers/magazines and glass recycled 1,191 tons of material. The Town also maintains a leaf and grass clippings compost site on High Plain Road, near Bald Hill, with the compost material being available to Town residents.

	<u>FY92</u>	<u>FY91</u>
Tons of residential refuse collected	10,388	10,510
Tons of newspapers/magazines recycled	2,186	2,168
Tons of glass recycled	705	507
Tons of leaves & grass clippings composted	844	326

SEWER

The Sewer Division is responsible for the operation and maintenance of the wastewater pumping stations on Dale Street in Ballardvale, Bridle Path, West Elementary School, Shawsheen Village, and the entire system of sanitary sewers.

The sewerage system includes 66 miles of sanitary sewers and 4,634 connections.

In 1992, the Sewer Division freed 40 blockages in sewer mains, rodded 23 mains, repaired 1, and answered 27 private sewer problems. The Shawsheen Village Pumping Station discharges by means of a force main through the City of Lawrence to the Merrimack River. The raw sewage discharge from Shawsheen Village Pumping Station is collected and treated by the Greater Lawrence Sanitary District's Regional Wastewater Treatment Plant.

	<u>FY92</u>	<u>FY91</u>
Sewer main blocks cleared	36	39
Sewer main rodded - maintenance	13	16
Sewer mains repaired	0	1
Sewer services cleared	34	40

WATER

The Water Division is responsible for the meter reading, supply, treatment and distribution of drinking water to the Town of Andover. The major components of the water system are as follows:

Supply -- Haggetts Pond, Fish Brook, Merrimack River, Abbot Well; Treatment -- Water Treatment Plant; Chlorination Facilities -- Fish Brook; Pumping Stations -- Water Treatment Plant, Fish Brook, Bancroft Reservoir, Prospect Hill and Wood Hill. The Water Treatment Plant has recently undergone an expansion to increase capacity from 12 MGD to 24 MGD and has added an Ozone Treatment facility which came on line in January 1992.

Distribution Mains -- 185 miles and 8,912 connections.

	<u>FY92</u>	<u>FY91</u>
Hydrants Repaired	43	39
Hydrants Replaced	8	6
Hydrants Flushed	29	31
Water Main Breaks Repaired	14	18
House Service Leaks Repaired	14	13
House Services Renewed	6	11
Water Main Taps	1	2
New Water Meters Installed	42	55
Old Water Meters Replaced	85	179
Water Meters Repaired	4	5
Water Shut/Offs/Turn Ons	189	170
Gate Boxes Adjusted	30	35
Gallons of Water pumped to the system (in millions)	1,789	1,865
Average daily gallons (in million gallons)	4.902	5.112
Maximum day (in million gallons)	10.85	10.92

GREATER LAWRENCE SANITARY DISTRICT

The Greater Lawrence Sanitary District Wastewater Treatment Facility continued to provide service to residential, commercial and industrial users in 1992. Since its initial operation in April 1977, the facility has treated 139 billion gallons of wastewater that was previously discharged, untreated, into the Merrimack River.

The plant is currently staffed by 73 people. The operation is continuous 24 hours per day, 365 days per year. The District Commission meets monthly to address policy matters.

	<u>FY92</u>	<u>FY91</u>
Andover's daily average flow to the Sanitary District (in millions of gallons)	3.308	3.440

ANDOVER RECYCLING COMMITTEE

The Andover Recycling Committee met monthly when needed during 1992. Curbside collection of paper and glass was in its second full year. Dave White was paid a fee to collect plastic (#1 and #2) and aluminum cans on the third Saturday of each month. Tonnage was 2.3 tons per month, an increase from more than one ton per month in 1991. Metal cans were collected starting in December. Carol Rougvie continued to organize our volunteers to assist Dave White's crew. We had two or three volunteers per shift from 9:00 A.M. to 11:00 A.M. and 11:00 A.M. to 1:00 P.M.

Jinny Cole continued to write articles for the Andover Townsman. Joyce Ringleb continued to work with groups of school children on recycling projects and related field trips.

The button battery collection program, supervised by Hanne Castle, begun in October 1991 officially ended in October 1992. Button batteries were collected at specific locations throughout Andover by our volunteers. They were then sorted, counted and shipped to a facility in New York. Dana Duxbury and Associates has compiled the results of this one-year program. After consulting with the Town Manager, it was agreed to continue this program, though pickups will be random because sorting and counting will not be necessary.

Also, an agreement was arranged with Waste Management, Inc., Andover's curbside recycling contractor, to collect button batteries and rechargeable batteries (placed in a zip-lock plastic bag) along with the curbside collection program. This pilot program started in January 1993 after planning for six months with Dana Duxbury. Information regarding all recycling was included in the Calendar with a zip-lock bag and was mailed to all residents in late December. Recycling committee members assisted in the preparation of this mailing.

The committee's goals for the future remain the same as stated in our report for 1991: 1) to encourage the Town and schools to buy paper products made of recycled paper; and 2) to monitor, assist, and encourage comprehensive recycling in Andover.

COUNCIL ON AGING

The year 1992 saw a significant reduction in social activity by the senior population due in large part to poor economic conditions. In order to reverse the trend, the Council on Aging has had to offset the senior expenses through contributions and other sources where available.

The latter part of the year saw the resignation of Elizabeth Leed, Outreach Coordinator, and Mary Byrne-Potvin, Director. The Council on Aging is severely handicapped by the loss of personnel. The present staff has assumed the duties at great expense to morale and physical endurance. Staffing to fill the voids is awaiting the appointment of a new Director.

A concerted effort is underway by the existing staff to improve involvement by seniors and to revise programs that will make the Senior Center a more user friendly environment.

	<u>1990</u>	<u>1991</u>	<u>1992</u>
<u>Elderly Social Day Care</u>			
Total Participation	48	59	61
Total Days Used	3,824	4,024	4,945
<u>Instructional Classes</u>			
Total Classes	235	255	297
Total Participation	460	490	577
<u>Lectures and Seminars</u>			
Total Number	15	18	23
Total Attendance	375	450	575
<u>Lunch Program</u>			
Meals-On-Wheels	8,995	8,440	8,789
Walk-Ins	7,003	6,164	5,128
Day Care	3,333	3,760	4,095
<u>Social Events</u>			
Number of Parties	10	7	6
Total Attendance	1,077	628	404
Senior Prom Attendance	135	217	231
<u>Bingo (Weekly)</u>			
Total Games	48	48	48
Total Attendance	3,600	3,800	4,200
<u>Elderly Health Clinic</u>	703	630	718
<u>Eye Screening (2/yr.)</u>	50	60	65
<u>Hearing Screening (1/mo.)</u>	--	--	120

	<u>1990</u>	<u>1991</u>	<u>1992</u>
<u>Skin Cancer Screening</u>	--	--	30
<u>Outreach Services</u>			
Elder Services of the Merrimack Valley:			
Unduplicated Clients	258	275	249
Proportionate Cost of Services	\$195,787	\$181,946	\$202,816
Family Service Assoc. of Lawrence:			
Unduplicated Clients	62	60	70

GREATER LAWRENCE REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

The Annual Report for Fiscal year 1992, covering the period from July 1, 1991 through June 30, 1992, was accepted and approved at a regularly scheduled meeting of the Greater Lawrence Regional Vocational Technical High School District Committee held on November 24, 1992. The report is prepared each year in conformity with the terms of the Agreement to Establish a Regional School District. Participating communities in the district are the City of Lawrence and the Towns of Andover, North Andover and Methuen.

	<u>1990-91</u>	<u>1991-92</u>
Enrollment	1,530	1,448
Andover students	39	26
Placement of graduates/employment	83%	76%

The business firms with Cooperative Work Agreements with the school numbered 1,831 - an increase of thirty-three companies within one year.

The following courses were offered during the 1991-92 school year:

Allied Health Technician	Autobody
Automotive	Carpentry
Construction & Building/Painting	Cosmetology
Culinary Arts	Data Processing
Distributive Education	Electrical
Electronics	Food Tech Mgmt/Clothing
Graphic Communications Technology	Heavy Equipment
Industrial Electronics	CAD/Machine Technology
Major Appliance/Air Conditioning/ Refrigeration	Metal Fabrication
Plumbing & Pipefitting	Small Engine Repair

FY92 ESTIMATED and ACTUAL REVENUES

Fiscal Year 1992 (July 1, 1991 - June 30, 1992)

	ESTIMATED	VARIANCE	ACTUAL
PUPIL TRANSPORTATION	\$387,449.00	(\$35,122.00)	\$352,327.00
SCHOOL PROGRAM TRANSPORTATION		11,800.00	11,800.00
REGIONAL SCHOOL AID	1,785,663.00		1,785,663.00
SCHOOL AID - CHAPTER 70	3,725,901.00		3,725,901.00
OTHER FUNDS	415,650.00		415,650.00
ANDOVER	105,926.00		105,926.00
LAWRENCE	3,001,344.00		3,001,344.00
METHUEN	739,484.00		739,484.00
NO. ANDOVER	135,393.00	0.50	135,393.50
	<u>\$10,296,810.00</u>	<u>(\$23,321.50)</u>	<u>\$10,273,488.50</u>

FY92 BUDGETED AND EXPENDED AMOUNTS

	BUDGETED	VARIANCE	EXPENDED
1000 GENERAL	\$499,017.00	\$37,837.44	\$461,179.56
2000 INSTRUCTION	5,561,965.00	98,809.64	5,463,155.36
3000 AUXILIARY AGENCIES	515,603.00	33,921.60	481,681.40
3350 TRANSPORTATION	508,777.00	61,142.58	447,634.42
4100 PLANT OPERATION	934,232.00	6,933.59	927,298.41
4200 PLANT MAINTENANCE	567,811.00	96,147.76	471,663.24
5000 SPECIAL CHARGES	1,596,405.00	19,664.02	1,576,740.98
7000 OUTLAY	113,000.00	(102,276.22)	215,276.22
9000 OUTSIDE SERVICES		(25,083.75)	25,083.75
	<u>\$10,296,810.00</u>	<u>\$227,096.66</u>	<u>\$10,069,713.34</u>

COMMUNITY DEVELOPMENT AND PLANNING

BUILDING DIVISION

The Building Division is charged with the enforcement of the State Building 780 CMR of the Acts of 1972 and Zoning Act, Massachusetts General Laws 40A. The Building Division issues permits for all types of construction including, but not limited to, school buildings (both public and private), institutional buildings (nursing homes), business, commercial and industrial buildings, dormitories, multi-family as well as single family dwellings, pools, chimneys, signs and additions and alterations to all structures. Building officials also perform periodic inspections for those buildings which are required to obtain Certificates of Inspection under State Building Code, Table 108.

Building officials are employed to administer the building code and to enforce the zoning bylaws which are adopted by both state and local governments. The scope of these codes encompasses a broad range of professional and trade subject areas such as architecture, engineering, fire safety, law, electrical, carpentry, plumbing and gas. Building officials must be familiar with and informed to provide the public with information and guidance on all building and code related matters.

	<u>Type</u>	<u>Est. Values</u>	<u>Fees</u>
141	Single Family Dwellings (including foundations)	\$21,763,100	\$166,437
2	New Commercial Construction	26,265,000	133,425
624	Additions and Alternations to all Types of Buildings	22,997,968	147,030
18	Public Buildings/Schools	1,004,372	1,968
425	Pools, Chimney, Raze, Signs	718,816	12,543
	Certificates of Inspection		820
	Sealer of Weights & Measures		<u>2,245</u>
	TOTAL	\$72,749,256	\$464,468

	<u>1990</u>	<u>1991</u>	<u>1992</u>
Number of Permits*	2,644	2,772	3,024
Est. Construction Values*	\$40,299,627	\$37,974,355	\$72,749,256
Fees*	\$ 346,867	\$ 355,939	\$ 548,686

* Includes Building, Electrical, Plumbing and Gas Permits

ELECTRICAL INSPECTION

The purpose of the Massachusetts Electrical Code is the practical safeguarding of persons and property from hazards arising from the use of electricity. The Electrical Inspector is responsible for receiving and granting permits and scheduling inspections on a daily basis, inspecting all residential, commercial and industrial jobs, approving electrical plans for new buildings, assisting the Fire Department in inspections of fires due to faulty electrical devices and seeing that permits are issued for repairs due to fire damage.

Enforcement of fire alarm regulations for new homes, conducting and certifying inspections of schools, public buildings, day-care centers and nursing homes in conjunction with the building officials are part of the duties of the Electrical Inspector. Numerous electrical violations were investigated with the cooperation of Massachusetts Electric Company and corrected without incident.

	<u>1991</u>	<u>1992</u>
Permits issued	793	885
Fees collected	\$35,463.50	\$43,239.00

PLUMBING AND GAS INSPECTIONS

The inspection and enforcement of plumbing and gas installations is controlled by a State Uniform Plumbing and Gas Code formulated by the Board of State Examiners of Plumbers and Gas Fitters under authority of Chapter 142 of the General Laws of the Commonwealth of Massachusetts.

This office completes the inspection for permitting gas, plumbing and sewer installations and repairs. Following the initial inspection, additional inspections are completed during construction to ensure compliance with State codes. A final inspection is conducted for the same purpose as well as to sign off on a Certificate of Occupancy. Complaints and violations must also be investigated and corrected or reported to the proper authorities.

	<u>1991</u>	<u>1992</u>
Plumbing Permits issued	454	527
Fees collected	\$29,166	\$29,343
Gas Permits issued	376	402
Fees collected	\$10,821	\$11,636

CONSERVATION DIVISION

During 1992, the Conservation Commission issued nearly double the number of permits under the Massachusetts Wetlands Protection Act as the preceding year. As required by law, an advertised Public Hearing is conducted for each permit issued. These projects include commercial/industrial, residential subdivisions, single lot development and municipal and State projects.

The Conservation Commission maintains the on-going delineation of wetland resources depicted on the 183 Andover Wetland Maps which are directly referenced in various Town By-Laws and regulations, including the Zoning By-Law, the Watershed Protection Overlay District, and Rules and Regulations for Use of Subsurface Sewage Disposal Systems. Approximately sixteen hundred acres of Town-owned land are under the control and custody of the Conservation Commission which prepared and periodically revises Andover's Open Space and Outdoor Recreation Plan. No funds are presently available for the purpose of new open space. The Commission administers a number of statutory Conservation Restrictions and Conservation Easements over privately owned property.

The Conservation staff attends interdepartmental reviews of major projects, and interacts with the other Town land-use regulatory agencies, including the Zoning Board of Appeals, Planning Board, Board of Health, Building officials and their respective staff members and provides technical and administrative support to the seven-member volunteer Commission.

	<u>1988</u>	<u>1989</u>	<u>1990</u>	<u>1991</u>	<u>1992</u>
Conservation Commission Meetings	24	24	22	23	24
Public Hearings & Public Meetings	181	147	90	95	185
Orders of Condition Issued	28	18	22	18	20
Amended Orders of Condition Issued	42	25	8	2	9
Certificates of Compliance Issued	41	59	48	47	59
Determinations of Applicability Issued	86	77	60	46	102
Findings of Significance Issued		17	3	18	22
Enforcement Orders Issued	39	19	8	24	14
Emergency Certifications Issued			2	3	4
Wetland Map Boundary Amendments	15	19	10	8	10
Acres of Conservation Land Acquired	7.3	57.5	58.3	16.3	36.2
Conservation Restrictions Established	3	0	0	0	0
Wetland Filing Fees Collected	\$825	\$4,637	\$12,907	\$5,355	\$5,552
Professional Staff	2	2 (until 8/89)	1	1	1
<hr/>					
Expenditures from Conservation Fund (by Fiscal Year)		\$160,275	\$529,507	\$285,000	\$922

HEALTH DIVISION

The Andover Board of Health is the Town's health policy and decision-making board. Administrative staff includes the Director of Public Health, two Sanitary Code Inspectors/Health officers and two part-time Public Health nurses. The following are highlights of the Board of Health activities in 1992:

- received a \$4,000 grant from the Andover Home for the Aged for a data gathering and needs assessment project to evaluate health service provisions to senior citizens. This project will be a valuable health planning tool for the allocation of health services for the 1990's.
- implemented a "Drug-Free Workplace Prevention and Education Program" which trained more than 150 Town employees, promoted the Town Offices as a smoke-free workplace and established an AIDS Advisory Committee with the School Department Health Education staff to examine AIDS-related issues in the workplace.
- the Public Health nursing staff immunized a record number of 1,200 senior citizens against influenza in its annual flu clinic in October.
- local and environmental concerns included air quality in the Ballardvale area for industrially-generated pollutants, mitigation of noise pollution from a local brick/concrete/bituminous recycling facility, and public education awareness campaign for new lead and copper standards and household drinking water.

ACTIVITIES REPORT

	<u>1990</u>	<u>1991</u>	<u>1992</u>
Board of Health Meetings	13	14	12
Plan Reviews	165	67	182
Restaurant Inspections	261	296	304
Complaints & Investigations	337	212	246
Administrative Hearings	8	14	5
Court Actions	4	3	8
Fees collected	\$47,372	\$45,451	\$72,602

Communicable disease prevention, detention, containment and treatment are important public health nursing objectives. The increase of tuberculosis nationwide has exhibited itself in Andover. Three Andover industries each reported a case of active tuberculosis in an employee which required extensive testing and follow-up of the exposed employee. The Public Health Nurses went to two Andover plants and assisted with Mantoux testing and follow-up of employees.

The Andover Health Department receives vaccines from the

Massachusetts Department of Public Health and the Northeast Health District Immunization Office and distributes them free of charge to Andover physicians, walk-in centers and schools. The Commonwealth of Massachusetts has a current Immunization Action Plan to meet the national goal of having 90% of the children completely immunized by their second birthday. Andover will participate in this statewide effort.

CLINIC REPORT

	<u>1990</u>	<u>1991</u>	<u>1992</u>
Outreach Clinics	26	33	35
Attendance	347	457	455
Senior Center Clinics	50	44	51
Attendance	793	652	755
Office Visits	361	170	253
Home Visits	8	19	6
Influenza Immunization Clinic			
Attendance	992	1,140	1,088
Cholesterol Screening Clinics	10	10	10
Attendance	181	186	153
Over 60 years of age	100	124	83

COMMUNICABLE DISEASES

	<u>1990</u>	<u>1991</u>	<u>1992</u>
Chicken Pox	133	198	167
Animal Bites	24	18	19
Campylobacter	11	---	8
Salmonella	13	9	6
Giardia	6	10	3

PLANNING DIVISION

The Planning Division accomplished many major objectives during 1992, among them the adoption of the Master Plan, a Housing Report, new Rules Governing Special Permits, and policies regarding pedestrian walkways. New parking regulations were also adopted which will enhance opportunities for new and expanding downtown businesses. It is significant to note that during a year of economic uncertainty, the Planning Board approved more than double the number of special permits compared to the previous two years, creating more than one-half million square feet of new commercial and industrial space in Andover, which in turn will generate new revenues and new jobs.

Significant progress was made on important highway improvement projects such as the \$6,000,000 River Road corridor work. During 1992, the Planning Division concentrated on efforts to stabilize our local economy and stimulate new growth by working on a regional level with public and private sector leaders from our neighboring communities of North Andover, Lawrence and Methuen as well as with our own downtown Andover businesses. Those efforts have already begun to show benefits.

The Planning Division has always taken a great deal of pride in providing a multi-faceted and high level of service to Andover that cannot be found in other communities. This is done by aggressively pursuing new economic opportunities and taking a hands-on approach to problem solving. The division's mission is to maintain that level of service in 1993.

	<u>1988</u>	<u>1989</u>	<u>1990</u>	<u>1991</u>	<u>1992</u>
Planning Board Meetings	22	23	23	23	25
Approved Definitive Subdivision Plans	3	8	6	3	7
Approved Preliminary Subdivision Plans	3	4	3	1	3
Approved ANR Plans*	45	37	37	27	38
Site Plan Reviews	17	8	9	1	4
Special Permits Issued	1	1	6	6	13
Subdivision Performance Guarantees	\$514,484	\$264,940	\$287,045	\$288,410	\$426,940
Warrant Articles Reported	38	53	49	24	22
Street Acceptances	3	12	11	4	8
Revenues Generated	\$25,887	\$41,585	\$12,346	\$53,828	\$34,514

*Subdivision plans not requiring formal Planning Board approval

ZONING BOARD OF APPEALS

The Andover Zoning Board of Appeals is authorized to function under the General Laws of the Commonwealth of Massachusetts, Chapter 40A and 40B and the Town By-laws. The Board meets on the first Thursday of each month in Memorial Hall Library, Memorial Hall, Elm Square. Five regular members and four associate members are appointed by the Selectmen and serve without pay. The public hearings by the Board are the result of applications in the following areas:

- For a variance from the requirements of the By-laws.
- For a special permit under the By-laws.
- By a person aggrieved by the decision of the Building Inspector or other administrative officer.
- For permission to construct low or moderate income housing within the Town of Andover (Comprehensive Permit).

Prior to hearings, applications are reviewed and pertinent plans and sketches requested, legal advertisements are published and abutters are notified as required by law. The public hearings are conducted by the Chairman in conformity with the Board of Appeals Rules and Regulations. Following the hearings, the members of the Board, when deemed necessary, view each property in question and hold a deliberation meeting thereafter, open to the public, at which time the Board discusses the petitions which have been heard. Based on their views and the evidence presented at the hearing, a decision is rendered, signed and filed with the Town Clerk.

	<u>1990</u>	<u>1991</u>	<u>1992</u>
Regular Monthly Meetings	12	12	12
Deliberation Meetings	18	19	15
Petitions Heard	54	45	77
Petitions Granted	39	36	69
Petitions Withdrawn	4	7	9

TOWN COUNSEL

During 1992, Town Counsel made numerous appearances before State Courts and Administrative Boards. Formal legal opinions were researched and rendered to Town officials. Town Counsel rendered in excess of seventy informal opinions and had conferences with the Town Manager and other Town officials on almost a daily basis. Town Counsel reviewed all Articles of the Warrant and attended all Town Meetings. During the period covered by this report, contracts were drawn and reviewed and numerous deeds, easements, releases and agreements were drafted and recorded.

ANDOVER HOUSING AUTHORITY

The Andover Housing Authority was organized in June, 1948. The regular meetings of the Board of Directors are held on the second Thursday of every month at the main office, on the second floor of the recreation hall at Stowe Court.

At the Annual Meeting held on June 25, 1992, the following officers were elected:

Mary Jane Powell	-	Chairperson
Ronald Hajj	-	Vice Chairman
Eileen Connolly	-	Treasurer
John Hess	-	Asst. Treasurer

The Governor's appointee to the Board of Directors is Hartley Burnham.

The Andover Housing Authority manages 218 units of state-aided elderly housing, 56 units of state-aided family housing, 31 units under the Mass. Rental Voucher Program (formerly the Chapter 707 Program) and 8 units of handicapped housing (Chapter 689). In addition, the Authority administers 59 Section 8 Certificates and 68 Section 8 Vouchers, which are federally funded through the Department of Housing and Urban Development.

There were several major accomplishments during 1992. The Housing Authority completed a three-phase modernization program in our elderly complexes and our family housing units. The Housing Authority was funded by HUD for the Family Self-Sufficiency Program, a new initiative which will combine housing assistance with other supportive services which will allow participants to attain self-sufficiency within a five-year period. A major change in our elderly housing program was a waiver we obtained which allowed us to increase the asset limit for eligibility from \$15,000 to \$45,864 for one person and \$55,008 for two people.

The following represents a comparison of statistical data for the past three years:

STATE FUNDED PROGRAMS:

	<u>1990</u>	<u>1991</u>	<u>1992</u>
Income Limits: 1 person	19,488	19,488	21,140
2 people	22,272	22,272	24,260
3 people	25,056	25,056	27,180
4 people	27,840	27,840	30,200
5 people	29,580	29,580	32,088
6 people	31,320	31,320	33,975
7 people	33,060	33,060	35,750
8 people	34,800	34,800	37,750

STATE FUNDED PROGRAMS:

		<u>1990</u>	<u>1991</u>	<u>1992</u>
Vacancies:	Elderly	26	28	45
	Family	13	10	11
Average Rent:	Elderly	140.00	169.00	204.00
	Family	291.00	309.00	350.00

FEDERALLY FUNDED PROGRAMS: Section 8 Rental Assistance

Income Limits:	1 person	15,250	16,500	16,800
	2 people	17,400	18,900	19,200
	3 people	19,550	21,250	21,600
	4 people	21,750	23,600	24,000
	5 people	23,500	25,550	25,900
	6 people	25,250	27,400	27,850
	7 people	26,960	29,250	29,750
	8 people	28,700	31,150	31,700

ANDOVER HISTORICAL COMMISSION

Two major challenges dominated the Commission's activities during 1992.

At the request of the Town Manager, the Commission is working as a catalyst to stimulate the development of programs to celebrate Andover's 350th Anniversary. The Commission held three joint meetings with Andover civic groups and with representatives of North Andover and Lawrence, communities originally part of Andover. These groups have already begun to develop long-range programs and are eager to participate with Andover in several 1996 programs. Several worthwhile suggestions for appropriate programs were recorded for use by whatever committee the Town Manager and Board of Selectmen appoint for that purpose. The Commission has drafted an article for Town Meeting requesting \$20,000 to assure the best possible celebration. Norma Gammon's experience with Andover's previous celebrations is most helpful.

Another major challenge involved the Commission's action to begin the necessary legal steps to establish Ballardvale as Andover's first historic district. Andover is the only Greater Lawrence community without such a district. In November, the Town Manager appointed a seven-member study committee with three alternates (as prescribed in Mass. General Laws Chapter 40C) for the purpose of developing a proposal for Town Meeting by 1994. The study committee has met three times to organize itself and plan its investigations. Timothy Barash is serving as Chairman, Jane

Griswold as Secretary and other committee members, all with Ballardvale connections, are: Richard Moody, John Dugger, Ruth Sharpe, Robert Benedict, Roy Umanzio, Bernice Haggerty, Charles Murnane, Jr. and Charles Cronin. The committee recognizes that a major task is to garner public input and support for whatever proposal they develop. Substantial support has been received from Mr. Verkennis of the Massachusetts Historical Commission and Town Counsel Thomas J. Urbelis.

The Commission has also been involved in several matters involving preservation of historically significant structures in the downtown area. These included the Barnard Building, the Musgrove Building, Elm Square and 75 Essex Street. In the demolition ordinance area, appropriate action was taken on the School Street property and two houses on Center Street in Ballardvale. One of these cases involved a bank foreclosure in which a decrepit garage was demolished without a permit. As a result, the presidents of area banks received written notices regarding the demolition ordinance to assure future compliance.

Restrictive covenants on the vacant United States Post Office were approved by the Massachusetts Historical Commission and Andover's Commission is taking final steps to assure the building's listing on the National Register of Historic Places.

The Commission is heartened by Phillips Academy's decision to arrange for the conversion of Draper Hall to an apartment house in the near future.

Joint programs with the Andover Historical Society continued in the areas of preservation awards and house markers. The Annual Award Ceremony at the Memorial Hall Library's Auditorium and resulting newspaper publicity helps to boost public awareness of the need for preservation.

The Commission is concerned with the dumping of granite blocks and tree stumps in the historic railroad bed of Spring Grove Cemetery. The blocks have been removed and hopefully the stumps will be also. In this connection, the Andover Rail Committee has donated \$430.00 to the Andover Historical Society for the purpose of restoring the area to its former beauty.

Commission members were saddened by the untimely death of member Joel Claydon. New members added in 1992 include John Dugger, Stephen Kearn and Frank Byrnnne. Karen Herman's superb job as Secretary and her leadership role on the 350th celebration activity is much appreciated as is Ellen Zipeto's coordinating role as a member of the Design Advisory Group.

COMMONWEALTH OF MASSACHUSETTS
Michael J. Connolly, Secretary

SS. Essex

To either of the Constables of the Town of Andover.

GREETING:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in Primaries to vote in Precincts 1, 2, 3, 4, 5, 6, 7, 8, single polling place to be located at:

DUNN GYMNASIUM, ANDOVER HIGH SCHOOL
SHAWSHEEN ROAD, ANDOVER, MASSACHUSETTS

on TUESDAY, THE 10TH of MARCH 1992
7:00 a.m. TO 8:00 P.M. for the following purpose:

To cast their votes to the Primary Officers for the Election of candidates of political parties for the following office:

PRESIDENTIAL PREFERENCE

DISTRICT MEMBERS OF STATE COMMITTEE (one man and one woman)
for each Political Party for the SECOND ESSEX and MIDDLESEX
DISTRICT.

Members of the Democratic Town Committee

Members of the Republican Town Committee

Members of the Independent Voters Party Town Committee

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 24th day of February, 1992

Gerald H. Silverman
Charles H. Wesson
James M. Barenboim
William T. Downs
Larry L. Larsen

Selectmen of Andover

A true copy
A T T E S T

Kenneth E. Arsenault
Constable

Date: February 25, 1992

Pursuant to the foregoing warrant, I the subscriber, one of the Constables of the Town of Andover, have notified the inhabitants of said Town to meet at the time and place and for the purpose stated in said Warrant, by posting a true and attested copy of same on the Town Hall, on each schoolhouse, and in no less than five other public places where bills and notices are usually posted. Said warrants have been seven days.

Kenneth E. Arsenault
Constable

PRESIDENTIAL PRIMARIES, MARCH 10, 1992

At a meeting of the Inhabitants of the Town of Andover qualified to vote in Primaries, convened at the designated single polling place in Precincts One, Two, Three, Four, Five, Six, Seven, and Eight on March 10th, 1992 at 7:00 AM agreeably to the requirements of the foregoing warrant, they did bring their votes as follows:

DEMOCRATIC PARTY

PRESIDENTIAL PREFERENCE

RALPH NADER	211
LYNDON H. LAROUCHE	1
JERRY BROWN	703
TOM HARKIN	10
LARRY AGRAN	3
PAUL TSONGAS	3471
EUGENE MCCARTHY	9
BILL CLINTON	267
ROBERT KERREY	18
NO PREFERENCE	40
WRITE - INS	
MARIO CUOMO	11
BLANKS	17
TOTAL DEMOCRATIC VOTES CAST	4761

STATE COMMITTEE MAN - SECOND ESSEX & MIDDLESEX

DAVID J. BAIN, JR.	643
DAVID M. O'BRIEN	1862
DENNIS J. SHANK	591
BLANKS	1665
TOTAL DEMOCRATIC VOTES CAST	4761

STATE COMMITTEE WOMAN - SECOND ESSEX & MIDDLESEX

MARY JANE POWELL	2961
BLANKS	1800
TOTAL DEMOCRATIC VOTES CAST	4761

DEMOCRATIC TOWN COMMITTEE

JAMES DOHERTY	2893
ELIZABETH J. JANKAUSKAS	2416
RAYMOND E. LAROCHELLE	2248
GALE ROSS	2219
JOHN P. HESS	2317
MICHEL A. FRISHMAN	2567
MICHAEL F. MULLALEY	2173
THERESA G. MURPHY	2373
DIANE K. HAYNES	2259
DOROTHY M. WINN	2533
LINDA G. BLOH	2253
DIANA S. LAROCHELLE	2319
JOHN D. O'BRIEN, JR.	2379
JOHN J. NOLAN	2174
MARK E. COURTNEY	2200
KAREN GRASSO COURTNEY	2434
DAVID S. BARKER	2149
RONALD C. HAJJ	2349
MARY JANE POWELL	2436
ROBERT A. LAROCHELLE	2224
JAMES E. FOX	2288
ELLEN T. MURPHY	2292
NORMA L. VILLARREAL	2214
PAUL H. STOLBERG	2157
MICHAEL L. ZIMMER	2196
GERALD H. SILVERMAN	2723
SUSAN C. TUCKER	3326
JOHN D. O'BRIEN	2272
ROSALIE J. BIALY	2164
MARY ANN MARUSICH-SMITH	2191
LAWRENCE B. MORSE	2124
PETER G. MCCARTHY	2202
JAMES CUTICCHIA	2184
MARY F. MIDDLETON	2264
SANDRA PORTER	2318
BLANKS	84805
TOTAL DEMOCRATIC VOTE	4761

PRESIDENTIAL PRIMARIES, MARCH 10, 1992
REPUBLICAN PARTY

PRESIDENTIAL PREFERENCE

PATRICK J. BUCHANAN	550
DAVID DUKE	25
GEORGE BUSH	1577
NO PREFERENCE	92

WRITE - INS

PAUL TSONGAS	12
RALPH NADER	2
BILL CLINTON	1
MARIO CUOMO	1
JERRY BROWN	1
BLANKS	19
TOTAL REPUBLICAN VOTES CAST	2280

STATE COMMITTEE MAN - SECOND ESSEX & MIDDLESEX

WILLIAM E. MELAHN	1529
BLANKS	751
TOTAL REPUBLICAN VOTES CAST	2280

STATE COMMITTEE WOMAN - SECOND ESSEX & MIDDLESEX

NANCY R. CAVERLY	1419
ELEANOR B. FULGIONE	146
OLGA S. SYMES	184
BLANKS	531
TOTAL REPUBLICAN VOTES CAST	2280

REPUBLICAN TOWN COMMITTEE

ALLISON H. BAILEY	1226
HARTLEY M. BURNHAM	1198
NANCY R. CAVERLY	1336
DONAL T. COLEMAN	1217
GARY M. COON	1654
SUSAN L. COSTELLO	1249
ELIZABETH M. CRONIN	1323
KIMBERLY CRONIN	1295
LEO J. CRONIN	1259
PAUL W. CRONIN	1426
JOSEPH W. DADIEGO	1200
CHARLES F. DALTON, JR.	1376

REPUBLICAN TOWN COMMITTEE (CONT.)

JOANNE DONNELLY	1206
JAMES L. EDHOLM	1218
KATHLEEN D. EDHOLM	1226
FREDERICK FLATHER, III	1255
JOHN PATRICK HARRIS	1252
PATRICIA M. HARRIS	1250
ROBERT MANNING	1316
MARIA MARASCO	1230
PATRICK V. MARASCO	1205
WILLIAM E MELAHN	1339
JOHN F. MOFFITT	1256
SUSAN POORE	1523
BARBARA R. RANCOURT	1210
JOHN A. SIMKO	1276
ANTOINETTE THIRAS	1227
SHIRLEY Z. THOMAS	1200
GRETCHEN H. WESCOTT	1262
BOB WESCOTT	1341
JOHN G. WRAGG	1228
CHRISTINE HOLMES	1291
WRITE - INS	
RICHARD GOMES	1
MARY CLARK WEBSTER	4
BLANKS	38725
TOTAL REPUBLICAN VOTE	2280

115

PRESIDENTIAL PRIMARIES, MARCH 10, 1992

INDEPENDENT VOTERS PARTY

ROBERT J. SMITH	1
DARCY G. RICHARDSON	0
ERIK THOMPSON	0
HOWARD PHILLIPS	0
EARL F. DODGE	0
J. QUINN BRISBEN	0
MICHAEL S. LEVINSON	0
BO GRITZ	0
NO PREFERENCE	4

WRITE - INS

RALPH NADER	1
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BLANKS	0
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TOTAL INDEPENDENT VOTERS PARTY VOTES CAST	6
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STATE COMMITTEE MAN - SECOND ESSEX & MIDDLESEX

BLANKS	6
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TOTAL INDEPENDENT VOTERS PARTY VOTES CAST	6
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STATE COMMITTEE WOMAN - SECOND ESSEX & MIDDLESEX

BLANKS	6
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TOTAL INDEPENDENT VOTERS PARTY VOTES CAST	6
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INDEPENDENT VOTERS PARTY TOWN COMMITTEE

BLANKS	60
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TOTAL INDEPENDENT VOTERS PARTY VOTE	6
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ANNUAL TOWN MEETING - MARCH 23, 1992

Agreeably to a Warrant signed by the Selectmen on March 2, 1992 the Inhabitants of said Town who are qualified to vote in Elections and Town Affairs to meet and assemble at the designated polling place. All eight precincts: Precincts One, Two, Three, Four, Five, Six, Seven, Eight, are to vote at the Dunn Gymnasium, Andover High School, Shawsheen Road, in said Andover, on

MONDAY, THE TWENTY-THIRD DAY OF MARCH, 1992

at eight o'clock A.M. to eight o'clock P.M. to act upon the following articles:

Pursuant to the foregoing Warrant, I subscriber, one of the Constables of the Town of Andover, have notified the Inhabitants of said Town to meet at the time and place and for the purposes stated in said Warrant, by posting a true and attested copy of the same on the Town Hall, on each school house and in no less than five other public places where bill and notices are usually posted and by publication in the Andover Townsman. Said Warrants have been posted and published fourteen days.

Kenneth E. Arsenault
Constable

ARTICLE 1. Took up Article One and proceeded to vote Town Offices. The ballot boxes were found to be empty and registered 0000. The polls were opened at eight o'clock A.M. and closed at eight o'clock P.M.

The total number of ballots cast was 2,455, viz:

Prec. 1 -301	Prec. 2 -325	Prec. 3 -338	Prec. 4 -329						
Prec. 5 -274	Prec. 6 -300	Prec. 7 -359	Prec. 8 -229						
<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	MODERATOR FOR ONE YEAR	
223	215	229	203	169	197	237	148	James D. Doherty	1621
65	96	95	114	88	82	92	70	John Doyle	702
13	14	14	12	17	21	30	11	Blanks	132
									SELECTMEN -
									TWO FOR THREE YEARS
241	223	254	236	186	226	243	171	Gerald H. Silverman	1780
230	226	245	221	181	196	233	155	Charles H. Wesson Jr.	1687
			1					Myrna Silverman	1
						1		Jonathan Jenkins	1
						1	1	Christine Holmes	2
						1		Lawrence Picard	1
131	201	177	200	181	178	239	131	Blanks	1438

ANNUAL TOWN MEETING - MARCH 23, 1992

<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	SCHOOL COMMITTEE - TWO FOR THREE YEARS	
88	58	76	59	61	56	72	33	Richard L. Hubbell	503
150	180	179	201	184	209	253	148	William J. Huston Jr.	1504
92	123	112	120	109	88	123	83	Larry M. Lewis	850
208	198	227	218	132	182	182	141	Mary Kelvie Lyman	1488
						1		Perry Karfunkel	1
64	91	82	60	62	65	87	53	Blanks	564

After the final action on the preceding Article One, the said meeting shall stand adjourned by virtue of Chapter 39, Section 20 of the Massachusetts General Laws, to April 13, 1992, at 7:00 P.M., at the J. Everett Collins Center for the Performing Arts, Shawsheen Road, in said Andover.

ADJOURNED ANNUAL TOWN MEETINGAPRIL 13, 1992

The check lists were used at the entrance and showed 611 voters admitted to the meeting.

The meeting was called to order by James D. Doherty, Moderator at 7:14 P.M.

The opening prayer was offered by Rev. Arthur Johnson, OSA Pastor, St. Augustine Church, Andover.

Salute to the flag was led by Chairman Charles Wesson, Jr., Selectman.

Unanimous consent was voted to admit 14 non-voters to the meeting.

The Moderator announced there would be no smoking or food in the Collins Center.

Upon motion made and duly seconded, it was VOTED by unanimous consent to dispense with the reading of the Warrant and return of service of the Constable.

Upon motion made and duly seconded, it was VOTED by unanimous consent that the Moderator refer to the articles by number and subject matter.

A special award presentation was given by Selectmen Silverman to resident Sharon Petzold for her third place Bronze Medal for freestyle ballet skiing at the 1992 Winter Olympics at Albertville, France, and her first place finish at the United States National Ski Ballet Championships in Colorado in March of 1992.

ARTICLE 1. To elect a Moderator for one year, two Selectmen for three years, and two members of the School Committee for three years.

All the above candidates are to be voted for on one ballot. The polls will be open from 8:00 o'clock A.M. to 8:00 P. M.

Town Clerk, Randall L. Hanson declared the successful candidates to be as follows:

James D. Doherty	Moderator for One Year
Gerald H. Silverman	Selectman for Three Years
Charles H. Wesson, Jr.	Selectman for Three Years
William J. Huston, Jr.	School Committee for Three Years
Mary Kelvie Lyman	School Committee for Three Years

ARTICLE 2. To elect all other officers not required by law to be elected by ballot.

Upon motion made and duly seconded it was VOTED that Alcide J. LeGendre be elected Trustee of the Cornell Fund for three years.

ARTICLE 3. To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning July 1, 1992, in accordance with the provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefore, payable within one year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17.

Upon motion made and duly seconded it was VOTED that Article 3 be approved as printed in the Warrant.

ARTICLE 4. To see if the Town will vote to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, to defray charges and expenses of the Town, including debt and interest, and to provide for a reserve fund for the Fiscal Year beginning July 1, 1992, and ending June 30, 1993.

A report by the Finance Committee was made by Donald Robb.

Upon motion made and duly seconded it was VOTED to raise and appropriate the following sums of money:

GENERAL GOVERNMENT

1	PERSONAL SERVICES	Including \$210,432 in department receipts, \$5000 in grants and \$10,000 in Wetland filing fees	\$2,115,209.00
2	OTHER EXPENSES	Including \$3,500 for out-of-state travel and \$146,610 in department receipts	918,230.00
		Total Appropriated	3,033,439.00
		From Taxation	2,661,397.00

120

ADJOURNED ANNUAL TOWN MEETING - APRIL 13, 1992

MUNICIPAL MAINTENANCE

3	PERSONAL SERVICES	Including \$62,387 from rental income and \$35,000 from Cemetery interest income	1,602,574.00
4	OTHER EXPENSES	Including \$30,000 from rental income	1,841,122.00
		Total Appropriated	3,443,696.00
		From Taxation	3,316,309.00

PUBLIC SAFETY

5	PERSONAL SERVICES	Including \$80,000 from ambulance receipts	5,960,546.00
6	OTHER EXPENSES	Including \$6,580 for out-of-state travel and \$80,000 from ambulance receipts	495,434.00
		Total Appropriated	6,455,980.00
		From Taxation	6,295,980.00

PUBLIC WORKS

7	PERSONAL SERVICES		1,795,968.00
8	OTHER EXPENSES	Including \$2,750 for out-of-state travel	4,914,169.00
		Total Appropriated	6,710,137.00
		From Taxation	6,710,137.00

LIBRARY

9	PERSONAL SERVICES	Including \$58,514 from Merrimack Valley Library Consortium	980,778.00
10	OTHER SERVICES	Including \$700 for out-of-state travel; \$20,439 from State Library Aid and \$32,500 from Merrimack Valley Library Consortium	379,683.00
		Total Appropriated	1,360,461.00
		From Taxation	1,249,008.00

ADJOURNED ANNUAL TOWN MEETING - APRIL 13, 1992

UNCLASSIFIED

11	COMPENSATION FUND	30,000.00
12	RESERVE FUND	200,000.00
	Total Appropriated	230,000.00
	From Taxation	230,000.00

ANDOVER PUBLIC SCHOOLS

13	PERSONAL SERVICES	18,089,390.00	
14	OTHER EXPENSES	Including \$8,000 for out-of-state travel	3,910,852.00
	Total Appropriated	22,000,242.00	
	From Taxation	22,000,242.00	

GREATER LAWRENCE TECHNICAL HIGH SCHOOL

15	Total Appropriated	89,911.00
	From Taxation	89,911.00

FIXED

16	INTEREST EXPENSE	2,098,280.00
17	BOND REDEMPTION	2,792,700.00
18	STABILIZATION FUND	60,000.00
19	INSURANCE EXPENSES	899,500.00
20	UNEMPLOYMENT COMPENSATION	175,000.00
21	RETIREMENT - PERSONAL SERVICES	32,600.00
22	RETIREMENT - OTHER EXPENSES	28,385.00
23	CONTRIBUTORY RETIREMENT	1,435,147.00
24	NON-CONTRIBUTORY RETIREMENT	78,000.00
25	RETIREMENT FUND	437,116.00
26	HEALTH INSURANCE FUND	3,278,000.00

Including \$50,000 from
parking meter receipts for
bond redemption

Total Appropriated	11,314,728.00
From Taxation	11,264,728.00

TOTAL BUDGET APPROPRIATION	\$54,638,594.00
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TOTAL FROM TAXATION	\$53,817,712.00
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SPECIAL ARTICLES - FROM AVAILABLE FUNDS

Article 11	Unpaid Bills	\$ 263.56
	Total	\$ 263.56

ADJOURNED ANNUAL TOWN MEETING - APRIL 13, 1992SPECIAL ARTICLES - FROM TRUST FUNDS

Article 45	Veteran's Memorial Fund	\$	33,000.00
	Total	\$	33,000.00

SPECIAL ARTICLES - TRANSFER OF FUNDS

Article 13	Budget Transfer FY 92 To:		
	Unemployment Compensation Fund	\$	30,000.00
	Health Insurance Fund		100,000.00
	Town Counsel - Other Expenses		17,000.00
	Municipal Maintenance - Other Expenses		20,000.00
	Total	\$	167,000.00

Article 13	Budget Transfer FY 92 From:		
	Debt Service - Interest Expense	\$	130,000.00
	Town Counsel - Personal Services		17,000.00
	Municipal Maintenance - Personal Services		20,000.00
	Total	\$	167,000.00

SPECIAL ARTICLES - BORROWING

Article 46	Water Main Construction	\$	2,670,000.00
Article 52	Sidewalk Improvements/Shawsheen Rd. and Beacon Street		400,000.00
Article 53	Bancroft Pumping Station		1,000,000.00
Article 55	School Committee - Planning		220,000.00
	Total	\$	4,290,000.00

UNEXPENDED BALANCES LAPSED TO SURPLUS

Article 9	Article 36, 1987	Shawsheen Street Light	\$	47.25
	Article 18, 1988	Fire Pumper		60.00
	Article 42, 1981	Chapter 90		274.80
	Article 20, 1982	Chapter 90		108.10
	Article 22, 1988	Road Planning		212.80
	Article 48, 1978	DPW Facilities		560.00
	Total			\$1,262.95

RESCIND BOND AUTHORIZATIONS

Article 17	Article 43, 1982	Riverina Road Pumping Station	\$1,000,000
	Article 21, 1984	Riverina Road Pumping Station	866,837
	Total		\$1,866,837

A true record

A T T E S T

*-j Randall L. Hanson*Randall L. Hanson
Town Clerk

ARTICLE 5. To establish the salaries of the elected officers for the ensuing year.

A report by the Andover Finance Committee was given by Donald Robb.

Upon motion made and duly seconded it was moved that the salaries of the elected Town Officers be established as follows:

Town Moderator - \$125.00 for each Annual Town Meeting and \$30.00 for each Special Town Meeting except when it falls within the Annual Town Meeting.

Selectmen - Chairman - \$1,500.00
Members - \$1,200.00

School Committee - Chairman - \$1,500.00
Members - \$1,200.00

Upon motion made and duly seconded it was moved that the salaries of elected Town Officers be zero dollars.

The motion was lost by a majority vote

The original motion was taken up and was PASSED by a MAJORITY VOTE.

ARTICLE 6. To see if the Town will vote to authorize the Board of Selectmen and/or the Town Manager to apply for, accept and enter into contracts from time to time for the expenditure of any funds allotted to Andover by the Commonwealth of Massachusetts or the U. S. Government under any State or Federal grant program.

A report by the Andover Finance Committee was given by Margaret Jurgan.

Upon motion made and duly seconded it was VOTED that Article 6 be approved as printed in the Warrant by a MAJORITY vote.

ARTICLE 7. To see if the Town will vote to authorize the Town Manager to enter into a contract with the Massachusetts Department of Public Works Commissioners, the County Commissioners and/or either of them for the construction and maintenance of public highways in the Town of Andover for the ensuing year.

A report by the Andover Finance Committee was given by Virginia Keaten.

Upon motion made and duly seconded it was VOTED that Article 7 be approved as printed in the Warrant by a MAJORITY vote.

ARTICLE 8. To see what amount the Town will vote to permit the Assessors to use in free cash to reduce the 1992-93 tax rate and to effect appropriations voted at the 1992 Annual Town Meeting.

Article 8 was WITHDRAWN

ARTICLE 9. To see what disposition shall be made of unexpended appropriations and free cash in the treasury.

A report by the Andover Finance Committee was given by Donald Robb.

ADJOURNED ANNUAL TOWN MEETING - APRIL 13, 1992

Upon motion made and duly seconded it was VOTED that the following unexpended appropriations be lapsed into surplus revenue by a MAJORITY vote:

Article 36, 1987	Shawsheen Street Lights	\$ 47.25
Article 18, 1988	Fire Pumper	60.00
Article 42, 1981	Chapter 90	274.80
Article 20, 1982	Chapter 90	108.10
Article 22, 1988	Road Planning	212.80
Article 48, 1978	DPW Facilities	560.00
Total		<u>\$1,262.95</u>

ARTICLE 10. To see if the Town will vote to authorize the Town to acquire any necessary easements by gift, by purchase or by right of eminent domain for Chapter 90 Highway Construction.

A report by the Andover Finance Committee was given by Peter Volpe.

Upon motion made and duly seconded it was VOTED that Article 10 be approved as printed in the Warrant.

THE VOTE UNANIMOUS More than 2/3 vote required

ARTICLE 11. To see if the Town will vote to transfer from available funds a sum not to exceed \$5,000 to pay unpaid bills for which obligation was incurred in prior Fiscal Years.

A report by the Andover Finance Committee was given by Virginia Keaten.

Upon motion made and duly seconded it was VOTED that the Town transfer from available fund the sum of \$263.56 to pay the following unpaid bill incurred in the prior fiscal year: Andover Family Chiropractic: \$263.56 for the Police Department.

THE VOTE UNANIMOUS 4/5 vote required

ARTICLE 12. To act upon the report of the Town officers.

Upon motion made and duly seconded it was VOTED to approve Article 12 as printed in the Warrant by a MAJORITY vote.

ARTICLE 13. To see if the Town will vote to transfer a sum not to exceed \$300,000.00 from amounts previously appropriated at the April 1, 1991, Annual Town Meeting as authorized by Massachusetts General Laws, Chapter 44, Section 33B.

A report from the Andover Finance Committee was given by Frederic Stott.

Upon motion made and duly seconded it was VOTED that the Town transfer the sum of \$167,000 from the following accounts:

Debt Service - Interest Expense	\$130,000
Town Counsel - Personal Services	17,000
Municipal Maintenance - Personal Services	<u>20,000</u>
Total \$167,000	

and appropriate to the following accounts:

Unemployment Compensation Fund	\$ 30,000
Health Insurance Fund	100,000
Town Counsel - Other Expenses	17,000
Municipal Maintenance - Other Expenses	<u>20,000</u>
Total \$167,000	

ADJOURNED ANNUAL TOWN MEETING - APRIL 13, 1992

ARTICLE 14. To see if the Town will vote to transfer from Federal and State reimbursements for Hurricane Bob a sum not to exceed \$100,000 and appropriate a sum not to exceed \$100,000 for the Fiscal Year 1992 budget.

Article 14 was WITHDRAWN

ARTICLE 15. To see if the Town will vote to approve the acceptance by the Greater Lawrence Regional Vocational Technical High School District of (1) Chapter 70A of the General Laws relating to an Equal Educational Opportunity Grant.

A report by the Andover Finance Committee was given by Donald Schroeder.

Upon motion made and duly seconded it was VOTED to approve Article 15 as printed in the Warrant by a MAJORITY vote.

ARTICLE 16. To see if the Town will vote to accept the provisions of Section 4, Chapter 73 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988 to allow an additional property tax exemption for Fiscal Year 1993 to allow those persons who qualify for property tax exemptions under Massachusetts General Laws Chapter 59, Section 5.

A report by the Andover Finance Committee was given by Virginia Keaten.

Upon motion made and duly seconded it was VOTED to approve Article 16 as printed in the Warrant by a MAJORITY vote.

ARTICLE 17. To see if the Town will vote to rescind unissued bond authorizations from prior Town Meetings or take any other action related thereto.

A report by the Andover Finance Committee was given by Frederick Fitzgerald.

Upon motion made and duly seconded it was VOTED to rescind the following unissued bond authorizations by a MAJORITY vote:

Article 43, 1982	Riverina Road Pumping Station	\$1,000,000
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Article 21, 1984	Riverina Road Pumping Station	866,837
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ARTICLE 18. To see if the Town will vote to amend Article IV, Section 6, of the General Bylaws, Estimate of expenditures, as follows:

Delete the words "third Friday of January" and replace with "second Friday of February."

Article 18 was WITHDRAWN

ARTICLE 19. To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 40, Section 22F which permits the Town to set certain fees and charges.

Article 19 was WITHDRAWN

ADJOURNED ANNUAL TOWN MEETING - APRIL 13, 1992

ARTICLE 20. To see what action the Town will vote to take regarding the provisions of Chapter 138, Section 126 of the Acts of 1991 amending Massachusetts General Laws Chapter 59, Section 5, clause 41A and adopt a maximum gross receipts level for property tax deferrals for financial hardship for eligible individuals for fiscal years beginning July 1, 1992.

A report by the Andover Finance Committee was given by Virginia Keaten.

Upon motion made and duly seconded it was VOTED that Article 20 be approved as printed in the Warrant and that the Town adopt a maximum gross receipts level of \$40,000 by a MAJORITY vote.

ARTICLE 21. To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 44, Section 53F authorizing the Town Treasurer to enter into compensating balance agreements for banking services for a maximum three-year period beginning July 1, 1992.

A report by the Andover Finance Committee was given by Peter Volpe.

Upon motion made and duly seconded it was VOTED that Article 21 be approved as printed in the Warrant by a MAJORITY vote.

ARTICLE 22. To see if the Town will vote to adopt the following bylaw for the regulation of the proceedings at all annual and special Town Meetings of the Town of Andover:

The Moderator shall permit a motion to reconsider a subject that has been voted upon if, immediately following the vote, it is determined that a quorum does not exist; the reconsideration to be the first order of business at the next session of the Town Meeting.

On petition of John Doyle and others.

Article 22 was DEFEATED

ARTICLE 23. To see if the Town will vote to accept and name as a public way Stouffer Circle, as shown on Plan Number 13788G, drawn by Dana F. Perkins & Associates, Inc., Surveyors, dated November 18, 1983, as modified and approved by the Court, filed in the Land Registration Office, a copy of a portion of which is filed with Certificate of Title Number 9454 Page 221.

On petition of Barbara M. Maren and others.

A report by the Andover Planning Board was read by Mariann Lombardi.

Upon motion made and duly seconded it was VOTED to approve Article 23 as printed in the Warrant by a MAJORITY vote.

ARTICLE 24. To see if the Town will vote to accept and name as a public way Raven's Bluff, as shown on a plan entitled, "Subdivision Plan of Land in Andover, Mass. for Raven's Bluff" Scale: 1" = 40' Date: Jan. 24, 1983 Owner: Raven Realty Trust - Engineers: Dana F. Perkins & Assoc., Inc., which plan is recorded with Essex North District Registry of Deeds as Plan Number 9104.

On petition of Barbara M. Maren and others.

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A report by the Andover Planning Board was read by Mariann Lombardi.

Upon motion made and duly seconded it was VOTED to approve Article 24 as printed in the Warrant by a MAJORITY vote.

ARTICLE 25. To see if the Town will vote to accept and name as a public way, Yardley Road, as shown on a plan approved by the Andover Planning Board, as shown on a plan entitled "Definitive Plan of Belmont Park in Andover, Mass." dated June 8, 1973 and recorded with Essex North District Registry of Deeds as Plan Number 6985.

On petition of Barbara M. Maren and others.

Article 25 was WITHDRAWN

ARTICLE 26. To see if the Town will vote to accept and name as a public way, Radcliffe Drive, as shown on a plan approved by the Andover Planning Board, as shown on a plan entitled "Definitive Plan of Belmont Park in Andover, Mass." dated June 8, 1973 and recorded with Essex North District Registry of Deeds as Plan Number 6985.

On petition of Barbara M. Maren and others.

Article 26 was WITHDRAWN

ARTICLE 27. To see if the Town will vote to accept and name as a public way, Granli Drive, as shown on a plan which was approved by the Andover Planning Board, said way being shown on a plan entitled "Definitive Plan of Granli Estates Subdivision Plan of Land in Andover, Mass. of Granli Drive dated 10/16/84, revised 12/15/84, revised 2/7/85, Dana F. Perkins & Associates, Engineers and Surveyors", which plan is recorded at the Essex North Registry of Deeds as Plan No. 9649.

On petition of Joan M. Sweeney and others.

Article 27 was WITHDRAWN Not Laid Out

ARTICLE 28. To see if the Town will vote to accept and name as a public way Fossen Way, as shown on a plan entitled, "Definitive Plan of High Park Subdivision Plan of Land in Andover, Mass. of Fossen Way Scale: 1" = 40' Date: 8/31/84 Owner: Thomas P. and Katherine E. Maloney, 249 River Road, Andover, Mass. Engineers: Dana F. Perkins & Assoc., Civil Engineers & Surveyors, Lowell & Reading, Mass." which plan is recorded with Essex North District Registry of Deeds as Plan Number 9659.

On petition of Barbara M. Maren and others.

A report by the Andover Planning Board was read by Mariann Lombardi.

Upon motion made and duly seconded it was VOTED that Article 28 be approved as printed in the Warrant by a MAJORITY vote.

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ARTICLE 29. To see if the Town will approve the actions of the Board of Selectmen in laying out as a public way under provisions of Chapter 82, Section 21 of the Massachusetts General Laws Annotated, approve the name designated as RACHEL ROAD and approve the Drainage Easements and Water Easement as shown on the plans provided. Copies of the following Plans have been filed with the Town Clerk as required under Section 23 of Chapter 82:

"STREET ACCEPTANCE PLAN for ALISON WAY & RACHEL ROAD in ANDOVER, MA." Scale: 1" = 40'. Dated January 4, 1991, revised December 24, 1991, prepared by W. C. Cammett Engineering, Inc., Plan No. 90090.

"ROADWAY AS-BUILT PLAN/PROFILE of RACHEL ROAD in ANDOVER, MA." Scale: Horz.: 1" = 40', Vert.: 1" = 4', Dated January 4, 1991, revised December 24, 1991, prepared by W. C. Cammett Engineering, Inc., Plan No. 90090.

On petition of Richard G. Asoian and others.

A report by the Andover Planning Board was made by Mariann Lombardi.

Upon motion made and duly seconded it was VOTED to approve Article 29 as printed in the Warrant by a MAJORITY vote.

ARTICLE 30. To see if the Town will approve the actions of the Board of Selectmen in laying out as a public way under provisions of Chapter 82, Section 21 of the Massachusetts General Laws Annotated, approve the name designated as ALISON WAY and approve the Drainage Easements and Water Easement as shown on the plans provided. Copies of the following Plans have been filed with the Town Clerk as required under Section 23 of Chapter 82:

"STREET ACCEPTANCE PLAN for ALISON WAY & RACHEL ROAD in ANDOVER, MA." Scale: 1" = 40', Dated January 4, 1991, revised December 24, 1991, prepared by W. C. Cammett Engineering, Inc., Plan No. 90090.

"ROADWAY AS-BUILT PLAN/PROFILE of ALISON WAY in ANDOVER, MA." Scale: Horz.: 1" = 40', Vert.: 1" = 4', Dated January 4, 1991, revised December 24, 1991, prepared by W. C. Cammett Engineering, Inc., Plan No. 90090.

On petition of Richard G. Asoian and others.

A report by the Andover Planning Board was given by Mariann Lombardi.

Upon motion made and duly seconded it was VOTED to approve Article 30 as printed in the Warrant by a MAJORITY vote.

ARTICLE 31. To see if the Town will vote to accept and name as a public way, Sugarbush Lane (Portion), as shown on a plan entitled, "Definitive Subdivision Plan 'Sugarbush Lane Extension'" dated June 21, 1990 and recorded with the Essex North District Registry of Deeds as Plan No. 11874.

On petition of Linda A. O'Connell and others.

Article 31 was WITHDRAWN Not Laid Out

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ARTICLE 32. To see if the Town will vote to accept and name as a public way, Keystone Way, as shown on a plan which was approved by the Planning Board, said way being shown on a plan of land entitled "Definitive Plan of Hearthstone Village, Subdivision Plan of Land in Andover, Mass. of Keystone Way." Said plan being recorded with the Essex North Registry of Deeds as Plan No. 11021.

On petition of Reginald L. Marden and others.

A report of the Andover Planning Board was made by Mariann Lombardi.

Upon motion made and duly seconded it was VOTED to approve Article 32, Keystone Way, as printed in the Warrant by a MAJORITY vote.

ARTICLE 33. To see if the Town will vote to accept and name as a public way, Hearthstone Place, as shown on a plan which was approved by the Planning Board, said way being shown on a plan of land entitled "Definitive Plan of Hearthstone Village, Subdivision Plan of Land in Andover, Mass. of Hearthstone Place." Said plan being recorded with the Essex North Registry of Deeds as Plan No. 10807.

On petition of Reginald L. Marden and others.

A report of the Andover Planning Board was given by Mariann Lombardi.

Upon motion made and duly seconded it was VOTED to approve Article 33, Hearthstone Place, as printed in the Warrant by a MAJORITY vote.

ARTICLE 34. To see if the Town will vote to accept as a public way and name Carter Lane as approved by the Planning Board and laid out by the Board of Selectmen as shown on a plan entitled: "Definitive Plan of Mill Dam Estates Subdivision Plan of Land in Andover, Mass." Dated October 21, 1985, and revised December 2, 1985, and January 15, 1986, prepared by Dana F. Perkins and Associates, Inc., which plan is recorded with North District of Essex Registry of Deeds as Plan No. 10577. Plan and deed, along with all necessary papers, on file with the Town Clerk.

On petition of Andrew A. Caffrey and others.

A report of the Andover Planning Board was read by Mariann Lombardi.

Upon motion made and duly seconded it was VOTED to approve Article 34 as printed in the Warrant by a MAJORITY vote.

ARTICLE 35. To see if the Town will vote to amend the Zoning Bylaw, Article VIII of the Town Bylaws, as follows:

(1) By adding a new subsection IV.B.43B, as follows:

"43B. The temporary and seasonal placement of tables and chairs outside a permitted commercial structure for the convenience of patrons and other shoppers, as a use incidental and accessory to a permitted food or retail sales establishment where the principal activity is the service or sale of food for consumption on or off the premises, or the retail sale of merchandise. Outdoor table and chairs shall not be located within a parking lot or a public right-of-way and shall not interfere with pedestrian access or access for emergency purposes.

SRA	SRB	SRC	APT	SC	OP	GB	MU	IG	IA	ID
N	N	N	N	BA	N	BA	BA	BA	N	N"

ADJOURNED ANNUAL TOWN MEETING - APRIL 13, 1992

A report of the Andover Planning Board was read by John O'Brien.

Upon motion made and duly seconded it was VOTED to approve Article 35 as printed in the Warrant.

VOTE UNANIMOUS More than 2/3 required

ARTICLE 36. To see if the Town will vote to amend the Zoning Bylaw, Article VIII of the Town Bylaws, by deleting in its entirety subsection IV.B.29.(f).

On petition of John Doyle and others.

A report of the Andover Planning Board was given by Susan Stott.

Article 36 was DEFEATED

VOTE: YES - 33 NO - 425

ARTICLE 37. To see if the Town will vote to amend the Zoning Bylaw, Article VIII of the Town Bylaws, as follows:

(1) Delete Section IV.B.29(f) in its entirety and amend Section IV.B by adding the following subsection:

"52. Storage of one unregistered vehicle or of one vehicle not in condition for travel, subject to the provisions of Section VI.T.

SRA	SRB	SRC	APT	SC	OP	GB	MU	IG	IA	ID
Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y "

(2) Add a new Section VI.T:

" VI.T. Unregistered vehicle or vehicle not in condition for travel: This section shall apply to all motor vehicles other than (1) vehicles defined in subsections IV.B.45 and IV.B.46; (2) vehicles with current registrations and current inspection stickers; and (3) vehicles stored in a garage or other enclosed structure.

1. Vehicles which are not currently registered and inspected shall not be stored within view of any public way or abutting residential property, unless one of the following exceptions applies:

a. One unregistered but operable vehicle may be stored in public view on a lot if it can be demonstrated that the vehicle was registered and passed inspection within the twelve month period from the date on which the owner of the vehicle is issued written notice that said vehicle may be in violation of this Section.

b. The vehicle is covered with a standard vehicle cover of a type manufactured and sold for that purpose.

2. A vehicle not in condition for travel shall be a vehicle which is in such disrepair that it is inoperable and/or is undergoing major repairs. The vehicle shall be removed from public view or from the premises within forty-eight (48) hours of receipt of written notice from the Inspector of Buildings."

A report of the Andover Planning Board was read by Susan Stott.

ADJOURNED ANNUAL TOWN MEETING - APRIL 13, 1992

It was moved and seconded that Article 37 be approved as printed in the Warrant.

A vote was called to close debate and was approved by a 2/3 vote.

Article 37 was VOTED as printed in the warrant.

VOTE: YES - 388 NO - 52 A 2/3 vote required

ARTICLE 38. To see if the Town will vote to amend the Zoning Bylaw, Article VIII of the Town Bylaws, as follows:

(1) By adding the following term and definition to Section II:

"30. Mausoleum: A large tomb, usually a stone building, which may feature an interior-like chapel area, constructed within the boundaries of an existing cemetery, for the purpose of above-ground interment of human remains."

(2) By adding the following subsection 35A. to Section IV.B., Table of Use Regulations:

"35A. Mausoleum SRA SRB SRC APT SC OP GB MU IG IA ID

BA BA BA N N N BA N N N N"

On petition of Clifford J. Jurdi and others.

A report of the Andover Planning Board was made by Susan Stott.

Upon motion made and duly seconded it was moved to approve Article 38 as printed in the Warrant.

It was voted by a majority vote to allow William Habib, an unregistered voter, to speak about Article 38.

A motion was made to close discussion on Article 38 and was approved by a 2/3 vote.

Article 38 was DEFEATED

VOTE: YES - 14 NO - 336 A 2/3 vote required

Upon motion made by Town Counsel Urbelis and duly seconded, it was voted to adjourn at 10:25 P. M. until Tuesday, April 14, 1992 at 7:00 P. M. at the Collins Center, Andover High School, Shawsheen Road.

ADJOURNED ANNUAL TOWN MEETING - APRIL 14, 1992

The check list were used at the entrance and showed 410 voters were admitted to the meeting.

The meeting was called to order by James D. Doherty, Moderator, a 8:00 P. M..

Unanimous consent was voted to admit 5 non-voters to the meeting.

ADJOURNED ANNUAL TOWN MEETING - APRIL 14, 1992

ARTICLE 39: To see if the Town will vote to amend the Andover Zoning Bylaw, Article VIII of the Town Bylaws, as follows:

(1) Delete Section VI.A in its entirety and replace with the following:

Section VI. Other requirements.

A. Parking:

1. Objectives: The objectives of this section of the Bylaw are as follows:
 - a. Promote traffic safety by assuring adequate places for storing of motor vehicles off the street, and for their orderly access and egress to and from the public street;
 - b. Increase the traffic-carrying capacity of streets and highways in the town and obtain a more efficient utilization of on-street curbside parking;
 - c. Reduce hazards to pedestrians upon public sidewalks;
 - d. Protect adjoining lots and the general public from nuisances and hazards such as:
 - (1) Noise, glare of headlights, dust and fumes, resulting from the operation of motor vehicles;
 - (2) Glare and heat from parking lots;
 - (3) A lack of visual relief from expanses of paving;
 - (4) Accelerated run-off of surface water from land covered by impervious materials.
2. Applicability: No building permit or Certificate of Occupancy shall be issued for the construction of a new building, the enlargement of an existing building, the development of a use not located in a building, the redevelopment of an existing building, or the change from one type of use to another, unless off-street parking is provided in accordance with this section of the Bylaw.
3. Interpretation of Section VI.A.: The following rules for interpretation of Section VI.A. shall apply:
 - a. Fractional numbers: In the computation of required parking spaces, only the fraction of one-half or more shall be counted as one (1) space.
 - b. Number of employees: Where the parking requirement is based on the number of employees, the number shall be based on the number of employees on the largest shift.
 - c. Change of use: A change of use for the purposes of this section of the Bylaw shall be a change in part or all of an existing building or lot from one use category to another as permitted in the Table of Use Regulations, Section IV.B.
 - d. Maximum rate occupancy: The maximum floor area allowances allowed per occupant as required in the Massachusetts State Building Code, Table 306, as amended from time to time.
4. Number of Parking Spaces: The following Table indicates the minimum number of parking spaces required for the corresponding type of use. Where a use is not specifically included in the schedule below, it is intended that the regulations for the most nearly comparable use, as determined by the Building Inspector, shall apply.

Table of Off-Street Parking Requirements

<u>Use</u>	<u>Parking Requirement</u>
<u>a. Residential Uses:</u>	
(1) Single family dwelling	Two (2) per dwelling unit
(2) Dwelling unit in a multi-family dwelling	One (1) space for each studio or one (1) bedroom unit; two (2) spaces for each unit with two (2) or more bedrooms
(3) Subsidized low or moderate income dwelling	One (1) space for each studio unit and one (1) bedroom unit or elderly housing unit; one and one-half spaces for each unit of two (2) or more

bedrooms

b. Institutional, Recreational, and Educational Uses:

- | | |
|---|--|
| (1) Elementary, secondary schools | Two (2) spaces per classroom |
| (2) Child care facility | One (1) space per ten (10) children, maximum rated occupancy, plus one (1) space per employee |
| (3) College, technical school, or other school operated as a gainful business | One (1) space for each four (4) persons maximum occupancy |
| (4) Places of assembly, including conference facilities, indoor athletics or recreation or amusement facilities | One (1) space for each three (3) seats, and/or each sixty (60) inches of permanent bench sitting area, or, where no fixed bench seats are used, one (1) space for each four (4) persons maximum occupancy |
| (5) Hospital, convalescent or nursing home | One (1) space per two (2) beds plus one (1) space per employee |
| (6) Medical center, health clinic or office | In the Office Park District, one (1) space for each two hundred (200) square feet of usable floor area and four (4) spaces for each doctor or dentist.
In other districts, three (3) spaces per treatment area. |

c. Commercial Uses:

- | | |
|---|--|
| (1) Retail, personal or consumer service establishment, convenience store
(Amended 4-12-88, Art. 95) | In the Shopping Center District, at least three (3) spaces for each two hundred (200) square feet of gross floor area.
In the General Business District, one (1) space for each 250 square feet of gross floor area on street level floors; one (1) space for each 350 square feet of gross floor on other floors; and one (1) space for each 600 square feet of gross floor area in basement level floors.
In other districts, one (1) space for each two hundred and fifty (250) square feet of gross floor area |
| (2) Funeral home | One (1) space for each four patron seats in the largest assembly area |
| (3) Gas service station, automotive repair garage | One (1) space for each employee on principal work shift plus four (4) spaces for each service bay, or three hundred (300) square feet of interior service area |
| (4) Banking establishments | One (1) space for each 250 sq.ft. of gross floor area for lobby/banking area plus one (1) space for each 300 sq.ft. of gross floor area for office/operations area |
| (5) Restaurant or similar establishment | One (1) space for each two (2) seats plus one and a half (1.5) spaces for each two employees |
| (6) Hotel, motel | One (1) space per rental room or suite; plus one (1) space per four (4) persons maximum occupancy for each assembly room (banquet or public meeting room); plus spaces required for other accessory uses on the premises |
| (7) Business, professional or administrative offices | One (1) space for each three hundred (300) sq.ft. gross floor area |

d. Industrial Uses:

- (1) Lab, manufacturing, processing and testing

One (1) space per 300 square feet usable floor area

- (2) Warehouse, storage, wholesale or similar service uses

One (1) space per 600 square feet of usable floor area

e. Miscellaneous Uses:

Required spaces to be determined by the Planning Department and reported in a memorandum to be filed with the building permit or Certificate of Occupancy

5. Design Standards:

- a. Applicability: The design standards stated in this section shall apply to parking areas for uses other than a one-family or two-family dwelling. See Sections VI.A.6 through 9 for specific design standards for different zoning districts.
- b. Parking dimensions: The minimum dimensions of parking spaces and maneuvering aisles shall be as follows:

Minimum Parking Space and Aisle Dimensions
for Parking Areas

Parking Angle	Stall Width		Depth of Parking Sp.				Width of Maneuvering Aisle (One-way) Two-way			
	S*	C*	H*	S	C	H	S	C	H	All Spaces
61-90 degrees	9	8	12	18	16	18	24	24	24	24
46-60	9	8	12	18	16	18	18	18	18	24
45	9	8	12	18	16	18	15	14	15	24
Parallel	8	8	12	22	18	22	14	12	14	24

* S = Standard car space C = Compact car space H = Handicapped space

c. Layout:

- (1) Access to and egress from all parking areas shall be only via driveways which meet the design standards of Section VI.A.5.e.;
- (2) All portions of all parking spaces, loading areas and maneuvering aisles shall be set back a minimum of five (5) feet from any street or way and a minimum of five (5) feet from any property line. Curbs, wheel stops, screening or similar barriers shall be installed along the setback line for parking and loading to prevent vehicles from being parked or driven within required setback areas or required landscaped areas;
- (3) Each required off-street parking space and loading area shall be designed so that any motor vehicle may proceed to and from said parking space or loading area without requiring the moving of any other vehicle or the passing over of any other parking space or loading area;
- (4) Each parking area shall be designed to provide a circulation system within the lot so that all vehicles may exit from and enter into the adjacent street or way by being driven in a forward direction and no vehicle shall be required to enter or leave by backing;
- (5) All required parking areas shall be paved and parking spaces marked to provide delineation between parking stalls and aisles.

d. Handicapped parking:

- (1) Parking facilities shall provide designated parking spaces designed for physically handicapped persons in accordance with the rules and regulations of the Architectural Barriers Board of the Massachusetts Department of Public Works;
- (2) Each handicapped parking space shall be clearly marked by a sign and shall be located near the entrance of the building served.

e. Driveways:

- (1) The maximum number of driveways permitting entrance to and exit from a lot shall be limited to two (2) per streetline;
- (2) The minimum width of a driveway used for two-way traffic shall be twenty-four (24) feet. The minimum width of a driveway used for one-way traffic shall be fourteen (14) feet.

- feet. The maximum width shall not exceed thirty (30) feet;
- (3) Driveways shall be located so as to minimize conflict with traffic on public streets and where good visibility and sight distances are available to observe approaching pedestrian and vehicular traffic.

f. Loading Areas:

- (1) An adequate number of off-street loading areas shall be provided for any use which may be serviced by delivery vehicles;
- (2) Loading areas shall be located in side or rear yards only;
- (3) Each loading area shall be located separately from employee and customer parking and shall be designed to protect pedestrian safety and avoid traffic conflicts with vehicles within, without, and entering and leaving the lot where the loading area is located;
- (4) No area may be utilized and counted as both a required parking space and a required loading area;
- (5) Each loading area shall consist of a bay measuring at least thirty (30) feet long, twelve (12) feet wide and fourteen (14) feet high if covered and a maneuvering space equal to the length of the bay.

- g. Maintenance: Parking areas, loading spaces, and landscaping shall be continuously maintained, and whenever necessary, surfacing, lighting, parking space markings and plantings shall be replaced or repaired, and drainage structures maintained. Failure to adequately maintain parking facilities shall be considered a violation of this Bylaw.

6. Parking in the Apartment Districts

- a. Required spaces shall be located either in an off-street paved area or in a garage or carport.
- b. Said spaces shall be located within two hundred (200) feet from the outside entrance to the dwelling unit being served.
- c. Said spaces located in a driveway providing access to more than one dwelling unit shall not reduce the effective width of the driveway to less than twelve (12) feet.
- d. Any way or driveway providing principal access to six (6) or more dwelling units or eight (8) or more parking spaces shall conform to applicable provisions of the Planning Board regulations for minor residential ways. Before granting a Special Permit the Board of Appeals shall request a report from the Planning Board on the extent of such conformity.

7. Parking in the General Business Districts:

- a. Provision of Parking: Off-street parking shall be provided as specified in Section VI.A.4 of this Bylaw (Table of Off-Street Parking Requirements).
- b. Location of Parking Spaces: The required number of off-street spaces shall be provided on the same lot as the use or uses in question unless the Planning Board grants a Special Permit for a change in parking space requirements under Section VI.A.9 of this Bylaw.
- c. No additional parking spaces required: No additional parking spaces shall be required for a proposed land use in accordance with Section VI.A.4 if:
 - (1) a change of use or rearrangement of uses in an existing building does not result in an increase in the number of required parking spaces;
 - (2) the total computed parking spaces required for a particular use, including a particular use in an existing multi-use building, is six (6) spaces or less. This shall not apply to proposals involving the total renovation/redevelopment of a structure;
 - (3) having applied (1) and (2) above, a change of use in an existing building results in a net increase in the number of required parking spaces, and that net increase is three (3) spaces or less. If the change of use results in a net increase of more than three (3) spaces, then the total number of parking spaces shall be provided.
- d. Multiple Uses Sharing a Common Parking Lot: Required parking spaces may be provided for two (2) or more uses on a common lot if the total space available is not less than the sum of the spaces required for each use individually. The required number of spaces on a common lot may be reduced by a Special Permit under Section VI.A.9 if it can be shown that the parking needs for the uses are such that a lower total will serve all uses adequately.
- e. Nonconforming Buildings and Uses: The following preexisting, nonconforming buildings and uses need not meet current requirements of this section of the Zoning Bylaw but shall continue to meet the requirements of the Bylaw in effect when the building or use was first lawfully begun:
 - (1) Buildings and uses which were lawfully in existence at the time of the adoption of this Bylaw or any amendment thereto;
 - (2) Buildings and uses for which a building permit or special permit was issued before the first publication of notice of the Public Hearing on such bylaw; and

- (3) Replacements after catastrophe if the building is rebuilt not to exceed its precatastrophe size and if no change in use occurs (see Section VI.A.7.g).
- f. Extensions or Alterations of Nonconforming Buildings and Uses: Extensions or alterations of a preexisting, nonconforming building or use which requires a Special Permit under Section VII.A shall provide only the additional number of parking spaces which would be required for the extension or alteration.
- g. Replacement After Catastrophe: The following parking requirements shall apply to a building or structure which has been damaged by fire, explosion or other catastrophe:
 - (1) If a building or structure which did not conform with Section VI.A.4 of the Zoning Bylaw is rebuilt not to exceed its precatastrophe size and if no change in use occurs, continuance of that nonconformance will be allowed;
 - (2) Any change in use shall require the building or structure to conform with Section VI.A.4 of the Zoning Bylaw;
 - (3) If a building or structure is rebuilt to exceed its precatastrophe size, the additional number of parking spaces which would be required for the excess floor area must be provided.
- h. Compact car spaces: In parking lots of more than forty (40) parking spaces, up to thirty (30) percent of the spaces may be designed for compact cars to service all-day parkers in accordance with the design standards of Section VI.A.5. Compact car stalls shall be grouped in one or more contiguous areas and conspicuously identified by signs or pavement markings.
8. Parking in the Industrial Districts: In all Industrial districts, the following shall apply:
 - a. Adequate off-street parking must be provided on the premises to service all parking demand created by new construction, whether through new structures or through additions to existing ones, or by change of use creating higher parking demands.
 - b. Buildings, structures and land uses in existence on the effective date of these provisions are not subject to these parking requirements and may be rebuilt, altered or repaired, but not enlarged or changed in use, without becoming subject to them.
 - c. In applying for building or occupancy permits, the applicant must demonstrate that the minimum parking requirements set forth below will be met for the new demand without counting existing parking.
 - d. The number of parking spaces required by Section VI.A.4. may be reduced upon the written determination of the Building Inspector, based on the Planning Board's written recommendation to him, following its site plan review, that special circumstances render a lesser number of spaces adequate for all parking needs. In order to qualify for a reduction, the Petitioner must present a site plan showing that all parking spaces needed to meet the requirements of the Table of Off-Street Parking Requirements (Section VI.A.4.) could be built on the site. Those spaces to be waived shall be marked "Reserve Parking Area(s)" on the plan, which shall be kept on file with a copy of the Planning Board's written recommendation and a copy of the Building Inspector's decision to grant a reduction. The "Reserve Parking Area(s)" are to be maintained as landscaped areas unless and until construction of additional parking spaces is required by the Building Inspector. No building other than parking spaces will ever be allowed in this area. (Amended 4-8-86, Art. 58)
 - e. Only one driveway or entranceway will be permitted in any one hundred fifty (150) feet of frontage unless the frontage is less, in which case, a single driveway access to the property will be permitted.
 - f. Each parking area shall contain no more than two hundred forty (240) parking spaces.
 - g. Each parking area shall be enclosed (except for access points) by a landscaped buffer not less than twelve (12) feet wide, planted with shade trees.
 - h. Each parking area shall have interior landscaping areas, primarily planted with trees, equivalent in size to five (5) per cent of that parking area's total pavement area.
 - i. There shall be no more than thirty (30) spaces in any uninterrupted row.
 - j. The size of a parking space may be reduced to a compact car space as presented in Section VI.A.5 for those spaces serving all-day parkers. Uses which generate frequent parking space turnover shall be required to have the standard size parking spaces.
9. Special Permits: In accordance with Section VIII.C. (Special Permits) and the objectives set forth in Section VI.A., the Planning Board may grant the following Special Permits:
 - a. Main Street access in the General Business District and Mixed Use District: Where alternative access locations are feasible, parking lot driveways shall not provide access onto Main Street unless granted a Special Permit by the Planning Board upon its determination that such access onto Main Street is dictated by consideration of safety, congestion or conflict with other premises. (Amended 4-6-88, Art. 62)
 - b. Parking lot design in the General Business District: The design of a parking lot may differ from

the requirements of Section VI.A.5 if granted a Special Permit by the Planning Board provided that such design satisfies the objectives of Section VI.A. and the design is prepared by a professional engineer or landscape architect.

c. Special Permit for a Change in Parking Space Requirements: The number of off-street parking spaces required in accordance with Section VI.A. of this Bylaw for a use or uses in the General Business District may be changed by Special Permit in accordance with the following provisions:

- (1) Special Permit Criteria: The Planning Board, by Special Permit, may allow remote parking lots, shared parking lots, or any enforceable alternatives which it deems reasonable, based on the following criteria, and other applicable provisions presented in this subsection:
 - (a) The capacity, location and current level of use of existing parking facilities, both public and private;
 - (b) The efficient and maximum use of the General Business District in terms of parking needs and services provided;
 - (c) The relief of traffic and parking congestion;
 - (d) The safety of pedestrians;
 - (e) The provision of reasonable access either by walking distance or shuttle vehicle arrangements;
 - (f) The maintenance of the character of the area.
- (2) Shared parking: Shared private parking facilities for different buildings or uses may be allowed by Special Permit in the General Business District, subject to the following provisions:
 - (a) Up to 50% of the parking spaces serving a building may be used jointly for other uses not normally open, used or operated during similar hours. The applicant must show that the peak parking demand and principal operating hours for each use are suitable for a common parking facility.
 - (b) A written agreement defining the joint use acceptable to the Planning Board of the common parking facility shall be executed by all parties concerned and approved by the Planning Board as part of the Special Permit process. Such agreement shall be recorded at the North Essex Registry of Deeds.
 - (c) Any subsequent change in land uses for which the shared parking proposal was approved, and which results in the need for additional parking spaces, shall require a new Special Permit application under this subsection.
- (3) Remote Parking: Remote (satellite) parking areas may be authorized by the Planning Board by Special Permit, subject to the following provisions:
 - (a) The satellite parking spaces will be used solely by the employees, and where practicable, clientele of the commercial use;
 - (b) The off-site parking spaces shall be located to adequately serve the proposed use, and shall be within 600 hundred feet of the building served for clientele of the commercial use. Off-site parking for employees of the business may be located within a distance of 1200 feet, unless shuttle vehicle arrangements are provided as a condition of the Special Permit. The parking distance shall be measured by the shortest route of pedestrian access, entrance to entrance.
- (4) Pedestrian Access: Any proposals submitted under Section VI.A.9 which, in the opinion of the Planning Board, provide direct and vital pedestrian access to other abutting commercial properties and serve to improve pedestrian accessibility in the General Business-district, may reduce the number of parking spaces required by 15%. Pedestrian access shall be provided through improved pathways, stairway access, or other physical improvements, and such access shall be clearly marked.
- (5) Off-Street Parking Fund: Land use proposals in the General Business District seeking a Special Permit pursuant to Section VI.A.9, may propose a one-time payment into an Off-Street Parking Fund for the purpose of developing public parking spaces. The Off-Street Parking Fund shall be separate from the General Fund and shall be established in a manner determined by Town Meeting. Expenditures from this fund shall require the approval of Town Meeting, or the approval of an agency so authorized. Revenues from this fund shall be used exclusively for parking related projects which include land acquisition, parking facility construction, and engineering drawings and specifications. Parking facilities developed from this fund shall directly benefit the aforementioned land use.

Proposals for a payment in lieu of off-street parking spaces shall meet the following requirements:

- (a) Payment into this fund shall be made as an alternative to providing the required on-site parking spaces and in accordance with a fee schedule adopted by the Board of Selectmen. The fee schedule shall consider the estimated cost of land and improvements necessary to support the parking requirements of the proposed use.
 - (b) Payment into the Off-Street Parking Fund shall be made prior to the issuance of a building permit.
 - (c) Such payment in lieu of providing on-site parking spaces shall run with the land, and any subsequent change in use that requires more parking than provided for shall require subsequent action under Section VI.A.9 to satisfy the additional parking required. A refund of such payment shall not be made if a change of use requires less parking.
- (6) Joint (shared) driveways: Joint driveways shall be permitted by Special Permit in the General Business District, subject to the following provisions:
- (a) Joint driveways, for the purposes of Section VI.A., shall be regulated by a binding agreement satisfactory in form to Town Counsel and recorded at the North Essex Registry of Deeds.
 - (b) Joint driveways shall serve no more than two lots and shall be designed to provide access to another parking area or may straddle two lots if both lots are located in the General Business District.
 - (c) Joint driveways shall be designed so as to minimize conflict with traffic on public streets and with due regard to interior circulation and separation of pedestrian and vehicular traffic.

A report of the Planning Board was given by John O'Brien.

A motion was made and seconded to amend article 39 by inserting the following: after subsection VI. A. 7C.(3) on page 54 of the Fin Com Report, the following subsection c(4):

"4. Provided, however that this subsection c shall not apply to any lot that is now operating under a special permit issued by the Planning Board or the Zoning Board of Appeals which waives the parking requirements of this section VI. A. of this bylaw."

The motion to amend Article 39 was DEFEATED by a MAJORITY VOTE.

A motion was made to move the question and was passed by a 2/3 vote.

Article 39 was VOTED as printed in the Warrant.

Vote:	YES - 295	No - 33	A 2/3 vote required
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ADJOURNED ANNUAL TOWN MEETING - APRIL 14, 1992

ARTICLE 40. To see if the Town will vote to amend the Zoning Bylaw, Article VIII of the Town Bylaws, as follows:

(1) By deleting subsection IV.B.37 in its entirety and substituting the following:

"IV.B.

	SRA	SRB	SRC	APT	SC	OP	GB	MU	IG	IA	ID
37. A child care facility or program providing day care to more than six (6) children, as defined in MGL Chapter 40A, Section 3, and licensed by the Commonwealth of Massachusetts under the provisions of Chapter 28A, subject to the provisions of Section VI.S."	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

(2) By adding a new subsection VI.S to read as follows:

"VI.S. Child Care Facility

1. A proposal for a child care facility shall be subject to the Site Plan Review provisions of Section VI.Q.2. The scope of this site plan review shall be limited by the provisions of MGL Chapter 40A, Section 3 and this subsection VI.S.
2. Child care facilities shall comply with the zoning requirements of the zoning district in which it is located, with the following exceptions:
 - a. Child care facilities proposed as new construction or in existing structures in the SRA, SRB, and SRC districts shall meet the following zoning requirements:
 - (1) The minimum lot area for a day care facility shall be one acre.
 - (2) The day care facility shall be located in the principal structure on the property.
 - (3) The maximum building coverage of the day care facility shall not exceed 3000 square feet.
 - (4) At least 35% of the minimum lot area shall be retained in open space. Open space shall mean areas without structures, parking lots, or driveways.
3. A minimum of one off-street drop-off/pick-up area per twenty-five children shall be provided on the premises..
4. Outdoor play areas and parking lot areas located along property lines common with residential property or property zoned as SRA, SRB or SRC shall be screened with not less than a six-foot high sight-obscuring fence or wall or with evergreen plants five feet in height at the time of planting.
5. A copy of the license from the Office for Children authorizing the child care facility and indicating the number of children the facility is licensed for shall be filed with the Planning Department prior to the issuance of a Certificate of Occupancy."

ADJOURNED ANNUAL TOWN MEETING - APRIL 14, 1992

(3) Amend Section VI.A.4 Table of Off-Street Parking Requirements by adding the following subsection c and reordering subsection c through m:

"c. Child care facility One (1) space per ten children maximum rated occupancy, plus one (1) space per employee on the largest shift"

A report of the Planning Board was read by Mariann Lombardi.

Upon motion made and duly seconded it was VOTED to approve Article 40 as printed in the Warrant.

VOTE: UNANIMOUS

A 2/3 vote required

ARTICLE 41. To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 44, Section 53E 1/2 for the purpose of establishing an Off-street Parking Fund revolving account for Fiscal Year 1993 in accordance with the Andover Zoning Bylaw, Section VI.A.9.c.(5), and to authorize the Board of Selectmen to make expenditures in an amount not to exceed \$1,000.00 for FY-1993, or take any other action related thereto.

A report of the Andover Finance Committee was given by Donald Schroeder.

The report of the Planning Board was read by John O'Brien.

Upon motion made and duly seconded it was moved to approve Article 41 as printed in the Warrant.

Article 41 was DEFEATED by a MAJORITY vote.

ARTICLE 42. To see if the Town will vote to raise and appropriate the sum of \$500.00 (Five Hundred Dollars) for the purpose of constructing a footbridge across Fish Brook, approximately 10 feet from Water Department right-of-way on Town of Andover Conservation Land.

On petition of Elizabeth Tentarelli and others.

Article 42 was WITHDRAWN

ARTICLE 43. To see if the Town will vote to adopt the following bylaw for the regulation of the proceedings at all annual and special Town Meetings of the Town of Andover:

Any member of the Town Meeting who speaks to a subject under consideration, shall be given, if he or she so requests, the privilege of yielding the floor for the purpose of allowing any other Town Meeting member or members in the room to pose questions or to present points of view pertaining to the subject under consideration, while retaining the floor to respond to such questions and points of view.

On petition of John Doyle and others.

Upon motion made and duly seconded Article 43 was moved as printed in the Warrant.

Article 43 was DEFEATED by a MAJORITY vote

ADJOURNED ANNUAL TOWN MEETING - APRIL 14, 1992

ARTICLE 44. To see if the Town will vote to accept those provisions of "An Act Providing a Local Option Early Retirement Program for Municipal Employees and Teachers" which apply to municipal employees, or take any other action relative thereto.

Article 44 was WITHDRAWN

ARTICLE 45. To see if the Town will vote to transfer a sum not to exceed \$33,000 from the Post-War Rehabilitation Fund and appropriate said sum for the purposes of constructing a Veterans' memorial and related expenses at Elm Square, or take any action related thereto.

A report by the Andover Finance Committee was given by Frederic Stott.

Upon motion made and duly seconded it was moved to approve Article 45 as printed in the Warrant.

The following substitute motion was accepted by the Moderator, moved and seconded:

That the Town vote to transfer the sum of \$33,000 from the Post-War Rehabilitation Fund and appropriate said sum for the purposes of constructing a Veterans' Memorial and related expenses at Elm Square, and that no funds in excess of \$3000.00 be spent until all project funds are raised and that final project design and specifications are subject to Town Manager and Board of Selectmen approval.

An amendment to the substitute motion was moved and seconded to replace the words "Elm Square" and substitute the words "Central Park". The amendment was DEFEATED by a MAJORITY vote.

The substitute motion was then taken up and was APPROVED by a MAJORITY vote.

ARTICLE 46. To see if the Town will vote to raise by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing and appropriate the sum of \$2,670,000 or any greater or lesser sum for the purpose of laying and relaying water mains of not less than six inches but no more than sixteen inches in diameter and for costs incidental and related thereto, including the acquisition of any easements required in connection therewith, or take any other action relative thereto.

A report by the Andover Finance Committee was given by Peter Volpe.

A report by the Planning Board was read by Susan Stott.

Upon motion made and duly seconded it was VOTED that the sum of \$2,670,000 be hereby appropriated for the purpose of laying and relaying water mains of not less than six inches but less than sixteen inches in diameter and for costs incidental and related thereto, including the acquisition of any easements required in connection therewith, in all of or a portion of the following streets; South Main Street, Gardner Avenue, Hidden Road, Sunset Rock Road, Alderbrook Road, Ballardvale Road, Holt Road, Salem Street, Chapel Avenue, Bartlet Street, Morton Street and Park Street, and that to raise this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow not exceeding \$2,670,000 under and pursuant to Chapter 44, Section 8(5), of the General Laws, as amended and supplemented, or any other enabling authority, and to issue bonds or notes of the Town therefor.

VOTE: UNANIMOUS

A 2/3 vote required

ADJOURNED ANNUAL TOWN MEETING - APRIL 14, 1992

ARTICLE 47. To see if the Town will vote to authorize the Board of Selectmen and the Town Manager to take such action as may be requested by the North East Solid Waste Committee to facilitate the refunding of bonds issued to finance the solid waste resource recovery facility referred to in the Service Agreement between the Town and Massachusetts Refusetech, Inc., including without limitation the substitution of Wheelabrator Technologies, Inc., for Allied-Signal, Inc., as the guarantor of performance under the Service Agreement and the execution and delivery of such amendments to the Service Agreement and other agreements with the North East Solid Waste Committee as the Selectmen shall determine necessary and in the best interests of the Town to effect such refunding; or act in any other manner in relation thereto.

A report of the Andover Finance Committee was given by Margaret Jurgan.

Upon motion made and duly seconded it was VOTED to approve Article 47 as printed in the Warrant by a MAJORITY vote.

ARTICLE 48. To see if the Town will vote to require that, henceforth, the Selectmen shall provide each voter of the Town of Andover with an official copy of the Warrant for any annual or special Town Meeting, to be used for the conduct of the business of such Town Meeting, and stating the time and place of holding the meeting and the subjects to be acted upon thereat, in compliance with Massachusetts General Laws, Chapter 39, Section 10; such document to be devoid of editorial comment, recommendations and statements of approval or disapproval of any kind.

On petition of John Doyle and others.

A report of the Andover Finance Committee was given by Frederick Fitzgerald.

Upon motion made and duly seconded Article 48 was moved as printed in the Warrant.

A motion was moved and seconded to move the question. The motion was approved by a 2/3 vote.

Article 48 was DEFEATED by a MAJORITY vote

Mr. Doyle asked for a quorum count. A standing count found 384 registered voters present.

ARTICLE 49. To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 80, Section 13B relative to deferral of betterment assessments for qualified property owners eligible for tax deferrals under Massachusetts General Laws, Chapter 59, Section 5, clause 41A.

A report by the Andover Finance Committee was given by Donald Schroeder.

Upon motion made and duly seconded it was VOTED to approve Article 49 as printed in the Warrant by a MAJORITY vote.

ARTICLE 50. To see if the Town will vote to raise by taxation and appropriate a sum not to exceed \$4,000.00 for the first year's operation, and to require that, henceforth, all regular and special meetings of the Board of Selectmen of the Town of Andover shall be recorded officially in their entirety by means of a tape recorder or by other means of sonic reproduction, from the resulting recording of which copies and transcripts shall be made available to the public at no greater than actual cost.

On petition of John Doyle and others.

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ADJOURNED ANNUAL TOWN MEETING - APRIL 14, 1992

Upon motion made and duly seconded it was moved to approve Article 50 as printed in the Warrant.

After discussion, a motion was made and seconded to move the question. The motion was approved by a 2/3 vote.

Article 50 was DEFEATED by a MAJORITY vote.

A call for a Quorum count was called and denied by the Moderator as we had just concluded a quorum count.

ARTICLE 51. To see if the Town will vote to amend Article II, Section 1, of the Andover Town By-Laws by striking out the words "fourth Monday of March" and replacing them with the words "first Tuesday of April".

Article 51 was WITHDRAWN

ARTICLE 52. To see if the Town will vote to raise by taxation, by transfer from available funds, by borrowing, or by any combination of the foregoing and appropriate the sum of \$400,000 for the purpose of reconstructing or constructing a new bituminous concrete sidewalk with new granite curb in the following areas: 1) the existing sidewalk on the northerly side of Shawsheen Road, 2) the existing sidewalk on the westerly side of Beacon Street, and 3) other areas as needed, or to take any other action relative thereto.

A report by the Andover Finance Committee was given by Peter Volpe.

A report of the Andover Planning Board was read by Mariann Lombardi.

Upon motion made and duly seconded it was VOTED that the sum of \$400,000 be hereby appropriated for the purpose of reconstructing or constructing a new bituminous concrete sidewalk with new granite curb in the following areas: 1) the existing sidewalk on the northerly side of Shawsheen Road; 2) the existing sidewalk on the westerly side of Beacon Street; and 3) other areas in the Town, and that to raise this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow not exceeding \$400,000 under and pursuant to Chapter 44, Section 7 (5), of the General Laws, as amended and supplemented, or any other enabling authority, and to issue bonds or notes of the Town therefor.

VOTE: YES - 293 NO - 26 A 2/3 vote required

A quorum count was called by Town Counsel Urbelis. The standing count found 354 registered voters present.

ARTICLE 53. To see if the Town will vote to appropriate the sum of one million dollars (\$1,000,000) for the construction and equipping of a pumping station to replace the existing Bancroft Road Pumping Station and all necessary appurtenances; and to determine whether the same shall be raised by transfer from available funds, by borrowing or by any combination of the foregoing; and to authorize the acceptance of Federal or State aid for the above; or take any other action.

A report of the Andover Finance Committee was given by Virginia Keaten.

A report of the Andover Planning Board was read by Susan Stott.

ADJOURNED ANNUAL TOWN MEETING - APRIL 14, 1992

Upon motion made and duly seconded it was VOTED that the sum of \$1,000,000 be hereby appropriated for the construction and equipping of a pumping station to replace the existing Bancroft Road Pumping Station and for all necessary appurtenances and other costs incidental and related thereto, and that to raise this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow not exceeding \$1,000,000 under and pursuant to Chapter 44, Section 8(4), of the General Laws, as amended and supplemented, or any other enabling authority, and to issue bonds or notes of the Town therefor.

VOTE: UNANIMOUS 2/3 vote required

ARTICLE 54. To see if the Town will vote to amend the Town of Andover Code of Bylaws, Article XI, Section 7, Licensing and regulation of shooting galleries and shooting ranges, as follows:

Subsection (1) - Change last line to read: Licenses under this Article shall be issued only to an individual, individuals, or non-profit organization.

Subsection (3) - Add: The Board of Selectmen may grant and may suspend or revoke at their pleasure such a license upon such terms and conditions as they deem proper.

Subsection (7), (A) - Change first line to delete: The applicant shall be an individual or individuals (as opposed to a corporation or other entity), and replace with: The applicant shall be an individual, individuals, or non-profit organization,

Subsection (7), (B) - Delete and replace with: The applicant, if an individual or individuals, shall be of sound character and qualified, (or if a non-profit organization, shall be qualified) in the judgment of the Board of Selectmen to hold a license for the conduct of a facility involving the use of potentially deadly instruments.

Subsection (7), (F) - Add after "for" in the third line: "licenses granted to non-profit organizations or for"

Subsection (9) - Add: If the applicant is a non-profit organization, the names, residential addresses and telephone numbers of the organization's officers and directors or trustees shall also be provided to the Town Clerk and shall be accurate at all times.

On petition of Joseph R. Peters and others.

Article 54 was WITHDRAWN

ARTICLE 55. To see if the Town will vote to raise by taxation, by transfer from available funds, by borrowing, or by any combination of the foregoing and appropriate the sum of \$250,000 for architectural/engineering fees associated with the preparation of Preliminary Plans and Designs for renovation and/or construction of school buildings.

A report of the Andover Finance Committee was given by Joanne Marden

ADJOURNED ANNUAL TOWN MEETING - APRIL 14, 1992

Upon motion made and duly seconded it was VOTED that the sum of \$220,000 be hereby appropriated for architectural and engineering services for plans and specifications for the construction, reconstruction, remodeling or extraordinary repairs of school buildings and buildings occupied by the School Department, including additions thereto, and for costs incidental and related thereto, and that to raise this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow not exceeding \$220,000 under and pursuant to Chapter 44, Section 7(21) and 7(22), of the General Laws, as amended and supplemented, or any other enabling authority, and to issue bonds or notes of the Town therefor.

VOTE: YES - 337 NO - 3 A 2/3 vote required

ARTICLE 56. To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 44, Section 53E 1/2 for the purpose of establishing a Community Services revolving account for ticket sales and related trip expenses for Fiscal Year 1993, such expenses to be funded by revenues collected from these activities, and to authorize the Town Manager to make expenditures in an amount not to exceed \$100,000 for FY-1993, or take any other action related thereto.

A report by the Andover Finance Committee was given by Frederic Stott.

Upon motion made and duly seconded it was VOTED to approve Article 56 as printed in the Warrant by a majority vote.

Upon motion made by Town Counsel and duly seconded it was VOTED to DISSOLVE the 1992 Annual Town Meeting at 11:00 P. M.

A T T E S T

Randall L. Hanson

Randall L. Hanson
Town Clerk

COMMONWEALTH OF MASSACHUSETTS
Michael J. Connolly, Secretary

SS. Essex

To either of the Constables of the Town of Andover.

GREETING:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in Elections to vote at:

Precincts 2, 4, 5, 6, and 7
DUNN GYMNASIUM, ANDOVER HIGH SCHOOL
SHAWSHEEN ROAD, ANDOVER, MASSACHUSETTS
AND

Precincts 1, 3, and 8
SR. CITIZEN CENTER, WHITTIER COURT
ANDOVER, MASSACHUSETTS

on TUESDAY, THE 15TH of SEPTEMBER 1992

7:00 a.m. TO 8:00 p.m. for the following purpose:

To cast their vote in the State Primary for the candidates of Political parties for the following offices:

Representative in Congress	Fifth Congressional District
Councillor	Fifth Councillor District
Senator in General Court	Second Essex and Middlesex
	Senatorial District
Representative in General Court	Seventeenth Essex Representative District
County Sheriff	Essex County
County Commissioner	Essex County

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 10th day of August, 1992

Gerald H. Silverman
Charles H. Wesson
James M. Barenboim
William T. Downs
Larry L. Larsen

Selectmen of Andover

A true copy
A T T E S T

John F. Manning
Constable

Date: August 11, 1992

Pursuant to the foregoing warrant, I the subscriber, one of the Constables of the Town of Andover, have notified the inhabitants of said Town to meet at the time and place and for the purpose stated in said Warrant, by posting a true and attested copy of same on the Town Hall, on each schoolhouse, and in no less than five other public places where bills and notices are usually posted. Said warrants have been seven days.

John F. Manning
Constable

STATE PRIMARY, SEPTEMBER 15, 1992

DEMOCRATIC PARTY TOTAL : 4056

1	2	3	4	5	6	7	8	REPRESENTATIVE IN CONGRESS	TOTAL
180	176	209	164	118	151	186	220	Chester G. Atkins	1404
290	356	339	388	315	311	289	255	Martin T. Meehan	2543
14	25	15	15	11	12	8	9	BLANKS	109
COUNCILLOR									
118	110	124	129	89	96	94	95	Edward J. Carroll	855
148	208	186	208	130	167	151	122	Ronald Francis Ford	1320
86	97	101	93	88	83	93	96	Raffi Takesian	737
132	142	152	137	137	128	145	171	BLANKS	1144
SENATOR IN GENERAL COURT									
10	20	26	29	25	19	18	18	Paul David Lambert	165
34	41	28	40	37	41	29	29	Michael E. McLaughlin, Jr.	279
357	377	418	385	315	344	376	360	John D. O'Brien, Jr.	2932
60	86	65	83	43	51	30	44	William X. Wall	462
23	33	26	30	24	19	30	33	BLANKS	218
REPRESENTATIVE IN GENERAL COURT									
59	73	68	92	61	98	57	77	John J. Desmond, Jr.	585
356	364	390	310	272	278	340	303	Ellen T. Murphy	2613
53	104	91	150	94	84	70	86	Anthony Raymond Silva, Jr.	732
16	16	14	15	17	14	16	18	BLANKS	126
SHERIFF									
292	346	317	349	262	263	279	277	Charles H. Reardon	2385
192	211	246	218	182	211	204	207	BLANKS	1671
COUNTY COMMISSIONER (2)									
275	332	325	333	230	246	239	243	Marguerite P. Kane	2223
41	28	44	38	26	33	41	45	Walter J. Birmingham, Jr.	296
62	55	77	77	56	57	56	73	Christie (Chris) Ciampa, Jr.	513
18	29	26	24	26	28	26	21	Albert V. DiVirgilio	198
30	46	31	47	20	38	34	35	Karl R. Jansons	281
121	176	144	167	123	132	123	112	John V. O'Brien	1098
421	448	479	448	407	414	447	439	BLANKS	3503

STATE PRIMARY, SEPTEMBER 15, 1992

REPUBLICAN PARTY TOTAL : 2184

1	2	3	4	5	6	7	8	REPRESENTATIVE IN CONGRESS	TOTAL
52	67	63	79	87	62	84	83	Michael G. Conway	577
213	200	196	200	190	198	167	204	Paul W. Cronin	1568
3	5	3	4	3	8	5	8	BLANKS	39
COUNCILLOR									
215	208	211	223	202	204	199	219	John Patrick Harris	1681
53	64	51	60	78	64	57	76	BLANKS	503
SENATOR IN GENERAL COURT									
65	82	64	66	51	70	81	74	Brion M. Cangiamila	553
122	128	128	153	174	138	120	158	James J. Gaffney, III	1121
81	62	70	64	55	60	55	63	BLANKS	510
REPRESENTATIVE IN GENERAL COURT									
243	240	231	257	241	243	236	261	Gary M. Coon	1952
25	32	31	26	39	25	20	34	BLANKS	232
SHERIFF									
121	111	114	120	104	107	94	116	Kevin J. Leach	887
87	99	91	111	112	100	113	125	Mary Ruth Stocking	838
0	0	0	0	1	0	0	0	Michael MacLaughlin	1
60	62	57	52	63	61	49	54	BLANKS	458
COUNTY COMMISSIONER (2)									
106	111	104	117	90	92	100	126	Charles J. Chisholm	846
162	166	144	155	163	160	137	172	William H. Ryan	1259
268	267	276	294	307	284	275	292	BLANKS	2263

STATE PRIMARY, SEPTEMBER 15, 1992

INDEPENDENT VOTERS PARTY TOTAL : 10

1	2	3	4	5	6	7	8	REPRESENTATIVE IN CONGRESS	TOTAL
1	0	0	0	0	0	0	0	Michael Conway	1
3	0	0	0	0	0	0	0	Louise Hart	3
1	0	1	0	0	0	0	0	Martin Meehan	2
0	0	0	1	0	0	0	0	Michael O'Connell	1
0	0	1	0	0	1	0	1	BLANKS	3

COUNCILLOR

5	0	2	1	0	1	0	1	BLANKS	10
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SENATOR IN GENERAL COURT

1	0	0	0	0	0	0	0	John O'Brien	1
1	0	0	0	0	0	0	0	Erik A. Day	1
3	0	2	1	0	1	0	1	BLANKS	8

REPRESENTATIVE IN GENERAL COURT

1	0	0	0	0	0	0	0	Niele Har	1
1	0	1	0	0	0	0	0	Gary Coon	2
1	0	0	0	0	0	0	0	Erik A. Day	1
2	0	1	1	0	1	0	1	BLANKS	6

SHERIFF

0	0	0	0	0	1	0	0	Michael McLaughlin	1
5	0	2	1	0	0	0	1	BLANKS	9

COUNTY COMMISSIONER (2)

1	0	0	0	0	0	0	0	Marguerite Kane	1
4	0	2	1	0	1	0	1	BLANKS	9

PRESIDENTIAL/STATE ELECTION, NOVEMBER 3, 1992

The total number of ballots cast was 16,927, viz:

Prec. 1 - 1728 Prec. 2 - 2046 Prec. 3 - 2046 Prec. 4 - 2276
 Prec. 5 - 2390 Prec. 6 - 2110 Prec. 7 - 2170 Prec. 8 - 2161

1	2	3	4	5	6	7	8	ELECTORS OF PRESIDENT AND VICE PRESIDENT	TOTAL
625	804	716	884	918	858	825	859	Bush and Quayle	6489
758	832	867	863	893	728	874	834	Clinton and Gore	6649
0	0	1	1	0	0	0	1	Fulani and Munoz	3
1	3	1	3	2	2	0	3	Hagelin and Tompkins	15
1	1	1	1	1	1	0	0	LaRouche, Jr. and Bevel	6
6	7	9	8	11	11	7	12	Marrou and Lord	71
319	381	432	505	552	499	457	445	Perot and Stockdale	3590
5	0	1	1	0	0	1	0	Phillips and Knight, Jr.	8
0	1	0	0	0	0	0	0	Robert Perry	1
0	0	1	0	2	0	0	1	Paul Tsongas	4
0	0	0	0	1	0	0	0	Nadine Brady	1
0	0	0	0	1	0	0	0	Jack Kemp	1
13	17	17	10	9	11	6	6	BLANKS	89

REPRESENTATIVE IN CONGRESS

861	1029	1013	1174	1275	1165	1181	1158	Paul W. Cronin	8856
633	747	759	844	842	726	756	735	Martin T. Meehan	6042
42	48	50	54	45	51	35	35	David E. Coleman	360
94	103	126	114	125	86	123	127	Mary J. Farinelli	898
2	0	0	0	0	0	0	0	Louise Hart	2
0	1	0	0	1	0	0	0	Michael Conway	2
0	0	1	0	0	0	0	0	Ed Markey	1
96	118	97	90	102	82	75	106	BLANKS	766

COUNCILLOR

974	1210	1155	1402	1534	1338	1360	1347	John Patrick Harris	10320
509	523	582	596	538	473	495	507	Edward J. Carroll	4223
0	1	0	0	0	0	0	0	Gail Ralston	1
0	0	0	0	0	1	0	0	Robert E. Willard	1
245	312	309	278	318	298	315	307	BLANKS	2382

PRESIDENTIAL/STATE ELECTION, NOVEMBER 3, 1992

1	2	3	4	5	6	7	8	SENATOR IN GENERAL COURT	TOTAL
566	726	673	905	1071	897	856	903	James J. Gaffney, III	6597
1020	1146	1179	1229	1135	1059	1172	1084	John D. O'Brien, Jr.	9024
142	174	194	142	184	154	142	174	BLANKS	1306
REPRESENTATIVE IN GENERAL COURT									
803	1019	904	1169	1288	1208	1134	1244	Gary M. Coon	8769
844	927	1034	1021	982	818	971	832	Ellen T. Murphy	7429
81	100	108	86	120	84	65	85	BLANKS	729
SHERIFF									
875	1044	1046	1089	1056	943	978	913	Charles H. Reardon	7944
586	710	673	881	977	869	899	920	Kevin J. Leach	6515
267	292	327	306	357	298	293	328	BLANKS	2468
COUNTY COMMISSIONER (2)									
767	885	965	1004	951	853	904	865	Marguerite P. Kane	7194
446	542	504	626	728	637	681	725	Charles J. Chisholm	4889
490	567	544	623	605	495	551	510	John V. O'Brien	4385
549	649	602	742	812	732	703	782	William H. Ryan	5571
1204	1449	1477	1557	1684	1503	1501	1440	BLANKS	11815
QUESTION 1									
1061	1222	1248	1400	1579	1346	1490	1367	Yes	10713
612	747	752	831	766	718	642	757	No	5825
55	77	46	45	45	46	38	37	BLANKS	389
QUESTION 2									
780	869	975	1007	1103	969	1022	977	Yes	7702
706	889	827	1030	1051	895	890	951	No	7239
242	288	244	239	236	246	258	233	BLANKS	1986
QUESTION 3									
804	894	946	931	1056	934	1102	970	Yes	7637
854	1074	1050	1292	1278	1135	1031	1157	No	8871
70	78	50	53	56	41	37	34	BLANKS	419
QUESTION 4									
714	786	827	865	972	846	932	859	Yes	6801
904	1135	1120	1313	1331	1175	1167	1212	No	9357
110	125	99	98	87	89	71	90	BLANKS	769

PRESIDENTIAL/STATE ELECTION ON NOVEMBER 3, 1992

QUESTION #1 TAX ON CIGARETTES AND SMOKELESS TOBACCO

This proposed law would establish a Health Protection Fund to pay for health programs relating to tobacco use, including distribution of information about tobacco use, to be financed by a new excise tax on cigarettes and smokeless tobacco. The Health Protection Fund would be used, subject to appropriation by the state Legislature, to supplement existing funding for the following purposes: school health education programs including information about the hazards of tobacco use; smoking prevention and smoking cessation programs in the workplace and community; tobacco-related public service advertising; drug education programs; support of prenatal and maternal care at community health centers which provide programs on smoking cessation and information on the harmful effects of smoking; and monitoring by the state Department of Public Health of illness and death associated with tobacco.

The proposed law would establish a new excise tax of one and one-quarter cents per cigarette (twenty-five cents per pack of 20) and twenty-five percent of the wholesale price of smokeless tobacco. This excise would be in addition to the excise already imposed on cigarettes and smokeless tobacco. The new excise would be collected by the state Department of Revenue under the same procedures that apply to the existing tobacco excise.

The proposed law would direct the State Comptroller to report annually on the revenues and expenditures of the Health Protection Fund. The proposed law states that if any of its provisions were found invalid, the other provisions would remain in effect. The proposed law would go into effect on January 1, 1993.

QUESTION #2 PUBLIC REPORTING OF CORPORATE TAX INFORMATION

This proposed law would require certain banks, insurance companies and publicly-traded corporations to file annual reports with the Massachusetts Secretary of State listing information from their state tax returns, including profit, income, corporate income tax due, deductions, exemptions and credits. These reports would be made public. This provision would apply only to those banks, insurance companies and publicly-traded corporations required by federal and other Massachusetts laws to disclose information concerning their federal tax payments.

The proposed law would also require the annual release by state officials of a detailed analysis of certain tax expenditures enacted or changed after January 1, 1988. State law defines a tax expenditure as an exemption, exclusion, deduction, or credit that results in less corporate, sales, or income tax revenue for the state. This analysis would be required only for tax expenditures with an annual revenue impact of \$1,000,000 or more. The analysis would include information on the actual revenue loss, as well as the number and proportion of taxpayers or taxpaying entities benefiting from the tax expenditure, according to income, profit, receipts or sales.

QUESTION #3 REQUIRING REDUCED, REUSABLE OR RECYCLABLE PACKAGING

This proposed law would require all packaging used in Massachusetts on or after July 1, 1996 to be reduced in size, reusable, or made of materials that have been or could be recycled. The proposed law would provide for exemptions for health, safety, and other reasons and would establish penalties for violations.

PRESIDENTIAL/STATE ELECTION ON NOVEMBER 3, 1992

QUESTION #3 Cont'd

Packaging would have to be either reduced in size by at least 25% every five years; or designed to be reusable at least five times, with at least 50% of such packaging actually being reused; or recycled at a 50% rate; or composed of 25% or more of recycled materials (increasing to 35% on July 1, 1999 and 50% on July 1, 2002); or composed of materials being recycled at an annual rate of 25% (increasing to 35% in 1999 and 50% in 2002). The requirements would apply to any packaging or containers used to protect, store, handle, transport, display, or sell products.

These requirements would not be applicable to tamper-resistant or tamper-evident seals; packaging for medication or medical devices; packaging merely being shipped through the state; packaging required by federal or state health or safety laws or regulations; or flexible film packaging necessary to prevent food from spoiling.

The state Department of Environmental Protection could also grant exemptions for packaging that represents an innovative approach for which additional time is needed to meet the requirements of the law; or packaging made of material that cannot be reused or recycled, and cannot be made of recycled material, but is being composted at a significant rate; or products for which there is no complying packaging and for which compliance with the law would impose undue hardship (other than increased cost) on Massachusetts residents. A person applying for an exemption would pay a fee to be used, subject to legislative appropriation, to pay the cost of administering the proposed law.

The Department would be required to issue regulations to carry out the proposed law and would be required to investigate suspected violations. After issuing a warning, the Department could assess administrative penalties of up to \$100 for each offense and up to \$10,000 for any single shipment or single continuing act of non-compliance. The state Attorney General could also file court actions for civil penalties of up to \$500 for each offense and up to \$25,000 for any single shipment or continuing act of non-compliance, and could seek a court order requiring compliance. Each non-complying piece of packaging would be considered a separate offense or act of non-compliance.

The proposed law states that if any of its provisions were declared invalid, the other provisions would remain in effect.

QUESTIONS #4 TAX ON OILS AND HAZARDOUS MATERIALS

This proposed law would impose an excise tax on oil, toxic chemicals, and other hazardous substances, and would direct that the money raised, along with the fees paid by hazardous waste transporters and specific revenues under other state laws, be deposited in the State Environmental Challenge Fund. Money in the Fund would be used, subject to legislative appropriation, to assess and clean up sites that have been or may be contaminated by oil or hazardous materials, and to carry out and enforce the excise.

As of July 1, 1993, the excise would apply to persons, businesses, and other entities possessing 50,000 pounds or more of oil and toxic chemicals covered by the proposed law. Toxic chemicals would be covered if classified as toxic by the federal Environmental Protection Administration (EPA) under federal law. As of July 1, 1994, substances listed as hazardous by the EPA under federal law would also become subject to the excise.

PRESIDENTIAL/STATE ELECTION ON NOVEMBER 3, 1992

QUESTIONS #4 Cont'd

Until June 30, 1995, the excise would be two-tenths of one cent (\$0.002) per pound. In later years, the state Commissioner of Revenue would set the excise rate at a level, not to exceed two-tenths of one cent per pound, sufficient to yield \$35 million annually in 1995 dollars.

The excise would not apply to gasoline or other special engine fuels, jet fuel taxed under other state law, number 1 or 2 fuel oil, kerosene, animal or vegetable oil, or waste oil classified as hazardous waste under the other state law. Nor would the excise apply to oils, toxic chemicals, or hazardous substances merely being shipped through Massachusetts; or contained in a consumer product intended for retail sale; or present in a mixture at a concentration of less than one percent; or present in hazardous waste being transported by a licensed hazardous waste transporter who had paid or will pay a transporter fee under state law; or for which the excise tax has already been paid under the proposed law and which have not been reprocessed or recycled since payment of the excise.

The excise also would not apply to oils, toxic chemicals, or hazardous substances that are possessed by individuals for personal, non-business purposes; or are contained in vehicles or vessels intended to be used for normal purposes; or are produced in Massachusetts as a by-product of pollution control equipment or the clean-up of hazardous materials and are handled in compliance with federal and state environmental laws. Finally, the excise would not apply to toxic chemicals or hazardous substances in a manufactured product the use of which requires a specific shape or design and which does not release toxic substances under normal use.

Under the proposed law, the excise would ordinarily be collected from the first person or business within Massachusetts to come into possession of materials subject to the tax. If that person or business had not paid the excise a later possessor could be required to pay the excise and could then recover a corresponding amount from the first possessor. The proposed law would provide credits for excises paid on materials that become ingredients in the manufacture of other materials subject to the tax, and it would provide credits for similar excises or taxes paid to other states.

Persons possessing more than 25,000 pounds of materials subject to the excise in any six-month period would be required to obtain a license from the Commissioner of Revenue. The Commissioner could issue regulations establishing record-keeping and reporting requirements for persons possessing such materials. The Commissioner would collect the excise through procedures similar to those for other state taxes and could issue regulations to implement the proposed law.

The proposed law states that if any of its provisions were declared invalid, the other provisions would remain in effect.

SPECIAL TOWN MEETING - NOVEMBER 9, 1992

WARRANT ART. NO.	DESCRIPTION	ACTION TAKEN	APPR. BY ATTY. GEN.
1.	School Building Repairs \$2,400,000	Approved	
2.	Architectural/Engineering Costs for elementary school space - \$400,000	Approved	
3.	Acceptance of Chapter 133 Sec. 48 of the Acts of 1992	Defeated	
4.	Establishment of a funding schedule for Town's Retirement System	Approved	
5.	\$125,000 for Assessor's Office field review	Approved	
6.	Retirement benefits	Withdrawn	
7.	Use of free cash to reduce tax rate	Defeated	

SPECIAL TOWN MEETING - NOVEMBER 9, 1992

Agreeably to a warrant signed by the Selectmen, October 19, 1992, the Inhabitants of said Town who are qualified to vote in the Town Affairs were to meet and assemble at the J. Everett Collins Center for the Performing Arts on Shawsheen Road, in said Andover,

MONDAY, NOVEMBER 9, 1992,

at 7:00 P.M., to act on the following Articles:

Pursuant to the foregoing Warrant, I subscriber, one of the Constables of the Town of Andover, have notified the Inhabitants of said Town to meet at the time and place and for the purposes stated in said Warrant, by posting a true and attested copy of the same on the Town Hall, on each school house and in no less than five other public places where bill and notices are usually posted and by publication in the Andover Townsman. Said Warrants have been posted and published fourteen days.

John F. Manning
Constable

The checklists were used at the entrance and showed 1473 voters admitted to the meeting.

The meeting was called to order by James D. Doherty, Moderator, at 7:05 P. M.

The opening prayer was offered by Father Arthur Driscoll of St. Robert Bellamine Church, Haggetts Pond Road, Andover, Massachusetts.

A salute to the flag was led by Selectman Charles Wesson, Jr..

Unanimous consent was voted to admit 15 non-voters to the meeting.

The Moderator announced there would be no smoking or food in the Collins Center.

Upon motion made and duly seconded it was VOTED to dispense with reading of the warrant and return of service of the Constable.

Upon motion made and duly seconded, it was VOTED that the Moderator refer to the articles by number and subject matter.

ARTICLE 1. To see if the Town will vote to raise by taxation, by transfer from available funds, by borrowing, or by any combination of the foregoing and appropriate the sum of \$2,400,000 for school building repair projects, or take any other action related thereto.

A motion was made and duly seconded that the sum of \$2,400,000 be hereby appropriated for remodeling, reconstructing or making extraordinary repairs to public school buildings, including costs incidental and related thereto, and that to raise this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow not exceeding \$2,400,000 under and pursuant to Chapter 44, Section 7(3A), of the General Laws, as amended and supplemented, or any other enabling authority, and to issue bonds or notes of the Town therefor.

A report by the Finance Committee was made by Donald Robb.

A motion was made and duly seconded to amend Article 1 to see if the Town will vote to raise by Taxation by transfer from available funds, by borrowing or by any combination of the foregoing and appropriate the sum of \$2,000,000 for school building repair projects or take any other action related thereto.

SPECIAL TOWN MEETING - NOVEMBER 9, 1992

A motion was made and seconded to close debate and was passed by more than a 2/3 vote

The motion to amend Article 1 was defeated by a majority vote.

The original motion was taken up and Article 1 PASSED by a 2/3 vote.

VOTE: YES: 1287 NO: 20 A 2/3 Vote Required

ARTICLE 2. To see if the Town will vote to raise by taxation, by transfer from available funds, by borrowing, or by any combination of the foregoing and appropriate the sum of \$400,000 for architectural/engineering services and related costs for the purpose of preparing working drawings, and bid specifications for elementary classroom space for an additional 450 students as a continuation of the preliminary design phase now studying the following options:

- the renovation, reconstruction, addition to the South School, and/or Sanborn School, and/or the School Administration Building (formerly East Wing of the Junior High School) and/or other buildings occupied by the School Department, and/or other privately-owned buildings; and/or
- the construction of a new elementary school;

or take any other action related thereto.

Upon motion made and duly seconded it was VOTED that the sum of \$400,000 be hereby appropriated for architectural and engineering services for plans and specifications for the construction, reconstruction, remodeling or extraordinary repairs of school buildings, including additions thereto, and for costs incidental and related thereto, to provide additional elementary school classroom space as a continuation of the preliminary design phase now studying the following options:

- renovations and additions to one or more of the South School, Sanborn, School Administration Building (formerly East Wing of the East Junior High School, and other buildings whether or not occupied by the School Department; and/or
- construction of a new elementary school

and that to raise this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow not exceeding \$400,000 under and pursuant to Chapter 44, Section 7(21) and 7(22), of the General Laws, as amended and supplemented, or any other enabling authority, and to issue bonds or notes of the Town therefor.

A report by the Finance Committee was made by Joanne Marden.

VOTE: YES: 987 NO: 171 A 2/3 Vote required

ARTICLE 3. To see if the Town will vote to accept the provisions of Chapter 133 Section 48 of the Acts of 1992 relative to the establishment of an early retirement incentive program for municipal employees, or take any other action relative thereto.

SPECIAL TOWN MEETING - NOVEMBER 9, 1992

A motion was made and duly seconded that the Town vote to accept the provisions of Chapter 133 Section 48 of the Acts of 1992 relative to the establishment of an early retirement incentive program for municipal employees.

A report by the Finance Committee was made by Virginia Keaten.

Article 3 was DEFEATED by a majority vote

ARTICLE 4. To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation to establish a funding schedule for the Town of Andover Contributory Retirement System in such form as the General Court may deem appropriate, or take any other action related thereto.

Upon motion made and duly seconded it was VOTED by a majority vote that the Town authorize the Board of Selectmen to petition the General Court for special legislation to establish a funding schedule for the Town of Andover Contributory Retirement System in such form as the General Court may deem appropriate.

A report by the Finance Committee was made by Margaret Jurgen.

ARTICLE 5. To see if the Town will vote to raise by taxation, by transfer from available funds, by borrowing, or by any combination of the foregoing and appropriate a sum not to exceed \$125,000 for the purpose of conducting the Assessor's office field review and update of property records and data, or take any other action related thereto.

Upon motion made and duly seconded it was VOTED by a majority vote that the Town appropriate the sum of \$125,000 from taxation for the purpose of conducting the Assessor's Office field review and update of property records.

A report by the Finance Committee was made by Virginia Keaten.

ARTICLE 6. To see if the Town will vote to raise by taxation, by transfer from available funds or by any combination of the foregoing and appropriate a sum not to exceed \$220,000 for the purpose of paying accumulated leave benefits for employees retiring under the provisions of Article 3, early retirement incentive, or take any other action related thereto.

Article 6 was WITHDRAWN

ARTICLE 7. To see if the Town will vote to require the Assessors to use \$600,000.00 from Free Cash to reduce the fiscal year 1993 tax rate.

Upon motion made and duly seconded Article 7 was moved as printed in the warrant.

A report by the Finance Committee was made by Donald Robb.

Article 7 was DEFEATED by a majority vote.

Upon motion made by Town Counsel and duly seconded it was voted to dissolve the Special Town Meeting at 9:55 P.M.

A T T E S T

Randall L. Hanson
Randall L. Hanson
Town Clerk

TOWN OF ANDOVER, MASSACHUSETTS
REVENUE
FOR THE FISCAL YEAR ENDING JUNE 30, 1992
GROUP I
INCLUDED IN ASSESSOR'S ESTIMATES

	1992 ACTUAL REVENUE
DISTRIBUTIONS AND REIMBURSEMENTS FROM STATE	3,819,632.72
MOTOR VEHICLE & TRAILER EXCISE TAXES	2,197,623.60
HOTEL/MOTEL TAX	544,572.00
LICENSES	160,468.91
FINES	255,815.50
SPECIAL ASSESSMENTS	132,999.40
GENERAL GOVERNMENT	183,318.88
PROTECTION OF PERSONS & PROPERTY	570,485.79
HEALTH AND SANITATION	103,012.50
SCHOOL	21,733.09
RECREATION	314,073.03
PUBLIC SERVICE ENTERPRISED	4,868,706.46
CEMETERIES	28,260.00
LIBRARIES	117,508.01
INTEREST	533,055.27

	13,851,265.16
	=====

GROUP II
OTHER ESTIMATED RECEIPTS

TAX TITLE REDEMPTIONS	596,511.44
TAX TITLE COSTS	871.22
RESTITUTION OF DAMAGES	4,402.27
BID DEPOSITS	305.00
RENTAL OF TOWN PROPERTY	21,043.50
DEPARTMENTAL REIMBURSEMENTS	208,921.41
IN LIEU OF TAXES	2,016.00
SALE OF SURPLUSS EQUIPMENT	0.00
MISCELLANEOUS ESTIMATED RECEIPTS	50,055.30
PETTY CASH	1,575.00
STATE REIMBURSEMENT	0.00
FEDERAL REIMBURSEMENT	0.00
CHAPTER 90	231,615.00

	1,117,316.14
	=====

TOWN OF ANDOVER, MASSACHUSETTS
REVENUE
FOR THE FISCAL YEAR ENDING JUNE 30, 1992

GROUP III
AGENCY AND REVENUE ACCOUNTS

		1992 ACTUAL REVENUE
PERSONAL PROPERTY TAXES		735,246.74
REAL ESTATE TAXES		39,267,057.90
DEFERRED TAXES		1,565.16
TRUST FUND		1,093,380.76
MATURITIES OF INVESTMENTS		17,998,770.45
PAYROLL DEDUCTIONS		7,343,596.89
TAILINGS		0.00
FEDERAL REVENUE SHARING		
ENTITLEMENTS		
INVESTMENT INCOME	0.00	0.00
SEWER RATES		2,225,349.37
SCHOOL LUNCH PROGRAM--ELDERLY	19,097.05	
SCHOOL LUNCH PROGRAM--STATE	118,839.16	137,936.21
SCHOOL AID		410,609.81
TOWN GRANTS		169,717.33
DOG LICENSES TO COUNTY	0.00	
SALE OF DOGS	135.00	
FISHING LICENSES TO STATE	12,953.50	
WETLAND FEES	412.50	
OFF STREET PARKING METERS	65,193.81	
SCHOOL LUNCH PROGRAM	510,791.20	
ATHLETIC PROGRAM	36,017.32	
MUSIC DEPARTMENT USER FEES	5,352.40	
CEMETERY PERPETUAL CARES	20,320.00	
CEMETERY SALE OF LOTS	10,160.00	
CEMETERY FLOWER FUNDS	0.00	
COUNCIL ON AGING REVOLVING	183,560.41	844,896.14
POLICE OFF DUTY DETAILS	463,892.48	
FIRE OFF DUTY DETAILS	3,505.00	
SALE OF TRASH BAGS	0.00	
GUARENTEE DEPOSITS	2,241.87	
MEALS TAXES	1,517.26	471,156.61
INSURANCE CLAIM REFUNDS	254.08	
CH 71 SEC 71E CUSTODIAL	65,512.06	
BUS TRANSPORTATION FEES	207,447.25	
BOND ANTICIPATION NOTES	1,677,500.00	
TEMPORARY LOAN--FED AID	806,048.00	
BOND ISSUE PRCEEDS	0.00	
REVENUE ANTICIPATION LOANS	0.00	
ACCRUED INTEREST ON BOND PROCEEDS	0.00	
PREMIUM ON BONDING PROCEEDS	0.00	2,756,761.39

		73,456,044.76

GRAND TOTAL		88,424,626.06
		=====

TOWN OF ANDOVER, MASSACHUSETTS
 RECAP OF GENERAL FUND - BUDGET
 FISCAL YEAR ENDED JUNE 30, 1992

	CONTINUED APPROP	APPROP (ORIGINAL)	TOTAL RECEIPTS	RESERVE FUND	COMP FUND	TOTAL OTHER	TOTAL AVAILABLE	EXPENDED	TRANS TO UNREDFBL	RES FOR ENCUM
ACCOUNTS										
GENERAL GOVERNMENT										
Personal Services	96,380.08	1,890,927.00	180,700.00	0.00	0.00	(117,000.00)	2,150,007.08	2,132,307.75	99.33	17,600.00
Other Expenses	57,443.84	737,997.00	112,723.35	40,000.00	0.00	17,000.00	965,184.19	860,711.50	18.55	104,494.14
	152,823.92	2,628,924.00	293,423.35	40,000.00	0.00	(100,000.00)	3,115,171.27	2,993,019.25	117.88	122,094.14
MUNICIPAL MAINTENANCE										
Personal Services	0.00	1,471,462.00	64,952.00	0.00	0.00	10,000.00	1,546,414.00	1,546,414.00	(0.00)	0.00
Other Expenses	273,271.13	1,138,752.00	53,722.93	25,508.00	0.00	(175,000.00)	1,316,254.06	1,179,048.72	2,089.69	136,105.65
	273,271.13	2,610,214.00	118,674.93	25,508.00	0.00	(165,000.00)	2,662,668.06	2,724,462.72	2,089.69	136,105.65
PUBLIC SAFETY										
Personal Services	203,037.01	5,862,527.00	69,676.76	123,492.00	10,000.00	0.00	6,268,732.77	5,844,881.64	(50.00)	423,901.13
Other Expenses	36,686.20	401,952.00	79,672.26	0.00	0.00	0.00	518,510.46	500,701.81	203.32	17,605.33
	239,723.21	6,264,479.00	149,549.02	123,492.00	10,000.00	0.00	6,787,243.23	6,345,583.45	153.32	441,506.46
DEPARTMENT OF PUBLIC WORKS										
Personal Services	31,091.04	1,778,685.00	0.00	0.00	0.00	0.00	1,809,776.04	1,734,585.37	43,942.51	31,248.16
Other Expenses	580,536.97	4,763,690.00	2,007.34	0.00	0.00	(78,000.00)	4,206,532.31	3,237,099.53	241,814.68	727,618.10
	611,628.01	6,542,375.00	2,007.34	0.00	0.00	(78,000.00)	6,016,308.35	4,971,684.90	286,757.19	758,866.26
LIBRARY										
Personal Services	26,979.79	862,445.00	0.00	11,000.00	0.00	74,260.00	974,684.79	964,297.75	10,387.04	0.00
Other Expenses	22,874.62	343,658.00	301.22	0.00	0.00	29,271.00	396,104.84	390,952.58	8.60	5,143.66
	49,854.41	1,206,103.00	301.22	11,000.00	0.00	103,531.00	1,370,789.63	1,355,250.33	10,395.64	5,143.66
SCHOOL										
Personal Services	750.00	17,588,799.00	1,865.03	0.00	0.00	0.00	17,591,414.03	17,824,707.14	(244,134.37)	10,841.26
Other Expenses	275,908.62	3,946,068.00	14,438.91	0.00	0.00	(117,000.00)	4,119,415.53	3,731,497.33	246,431.72	141,486.48
GLRVTHS	0.00	114,574.00	0.00	0.00	0.00	0.00	114,574.00	105,926.00	8,648.00	0.00
	276,658.62	21,649,441.00	16,303.94	0.00	0.00	(117,000.00)	21,825,403.56	21,662,130.47	10,945.35	152,327.74
UNCLASSIFIED										
Other Expenses	0.00	210,000.00	0.00	(200,000.00)	(10,000.00)	0.00	0.00	0.00	0.00	0.00
	0.00	210,000.00	0.00	(200,000.00)	(10,000.00)	(117,000.00)	0.00	0.00	0.00	0.00

TOWN OF ANDOVER, MASSACHUSETTS
 RECAP OF GENERAL FUND - BUDGET
 FISCAL YEAR ENDED JUNE 30, 1992

	CONTINUED APPROP	APPROP (ORIGINAL)	TOTAL RECIPTS	RESERVE FUND	COMP FUND	TOTAL OTHER ACCOUNTS	TOTAL AVAILABLE	EXPENDED	TRANS TO UNRE FD BL	RES FOR ENCUM
FIXED EXPENSES										
Debt Service										
Interest	0.00	2,504,237.00	0.00	0.00	0.00	(251,000.00)	2,253,237.00	2,203,114.09	50,122.91	0.00
Principal	0.00	4,137,700.00	0.00	0.00	0.00	50,000.00	4,187,700.00	4,187,700.00	0.00	0.00
Stabilization	0.00	60,000.00	0.00	0.00	0.00	0.00	60,000.00	60,000.00	0.00	0.00
Insurance	0.00	945,000.00	3,570.00	0.00	0.00	(119,000.00)	829,570.00	821,279.38	7,982.62	308.00
Health Insurance Fund	0.00	2,633,306.00	0.00	0.00	0.00	(10,000.00)	90,000.00	90,000.00	0.00	0.00
Unemployment Comp	0.00	100,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Retirement										
Personal Services	0.00	31,808.00	0.00	0.00	0.00	0.00	31,808.00	31,808.00	0.00	0.00
Other Expenses	0.00	13,185.00	0.00	0.00	0.00	0.00	13,185.00	13,185.00	0.00	0.00
Contributory	0.00	1,225,770.00	0.00	0.00	0.00	0.00	1,225,770.00	1,225,491.26	278.74	0.00
Non-Contributory	0.00	78,000.00	7,936.65	0.00	0.00	0.00	85,936.65	81,115.92	4,820.73	0.00
Retirement Fund	0.00	355,516.00	0.00	0.00	0.00	63,221.26	418,737.26	419,016.00	(278.74)	0.00
Compensation Fund	0.00	0.00	0.00	0.00	0.00	100,000.00	2,733,306.00	2,733,306.00	0.00	0.00
Reserve Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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	0.00	12,084,522.00	11,506.65	0.00	0.00	(166,778.74)	11,929,249.91	11,866,015.65	62,926.26	308.00
<hr/>										
	1,603,959.30	53,196,058.00	591,766.45	0.00	0.00	(581,747.74)	53,906,894.01	51,918,146.77	372,395.33	1,616,291.91
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TOWN OF ANDOVER, MASSACHUSETTS
DETAIL OF SPECIAL ARTICLES
PERIOD ENDED JUNE 30, 1992

ARTICLE NUMBER	ARTICLE TITLE	CONTINUED APPROPRIATION	APPROP	TRANSFERS WITHIN GENERAL FUND CASH RECEIPTS	BONDING	TOTAL AVAILABLE	EXPENDED	TRANSFER TO UNRESERVE	CONTINUED APPROPRIATION
PUBLIC SAFETY									
ART 28, 1984	POLICE COMMUNICATIONS	5,608.82			0.00	5,608.82			5,608.82
ART 18, 1988	PURVREP FIRE APPARATUS	60.00			0.00	60.00		60.00	0.00
ART 21, 1989	PUBLIC SAFETY STUDY	20,000.00			0.00	20,000.00			20,000.00
ART 11, 1992	UNPAID BILLS		263.56		0.00	263.56	263.56		0.00
TOTAL PUBLIC SAFETY		25,668.82	263.56	0.00	0.00	25,932.38	263.56	60.00	25,668.82
PUBLIC WORKS									
ART 47, 1979	STORM DRAINS	111.67			0.00	111.67			111.67
ART 42, 1981	CH 90 ANDOVER STREET	274.80			0.00	274.80		274.80	(0.00)
ART 44, 1987	ELM SQUARE TRAFFIC SIGNAL	24,200.00			0.00	24,200.00	16,566.92		7,633.08
ART 48, 1978	DPW FACILITIES	560.00			0.00	560.00		560.00	0.00
ART 20, 1982	CH 90	108.10			0.00	108.10		108.10	0.00
ART 30, 1985	SHAW SLIGHTS	47.25			0.00	47.25		47.25	(0.00)
ART 21, 1989	HAGGERTS TRAFFIC LIGHTS	17,542.76			0.00	17,542.76			17,542.76
ART 22, 1988	ROAD MASTER PLAN	212.80			0.00	212.80		212.80	(0.00)
ART 23, 1988	WOBURN STREET	4,274.03			0.00	4,274.03			4,274.03
ART 30, 1989	SIDEWALK CLARK ROAD	4,805.63			0.00	4,805.63			4,805.63
ART 44, 1990	CLARK ROAD SIDEWALK	12,098.59			0.00	12,098.59	473.08		11,625.51
ART 75, 1990	HIGH/HAVERHILL TRAFFIC	27,000.00			0.00	27,000.00			27,000.00
ART 45, 1992	WAR MEMORIAL			32,000.00	0.00	32,000.00	29,300.00		2,700.00
TOTAL PUBLIC WORKS		91,235.63	0.00	32,000.00	0.00	123,235.63	46,340.00	1,202.95	75,692.68
SCHOOL									
ART 24, 1988	SCHOOL MASTER PLAN	0.01			0.00	0.01			0.01
TOTAL SCHOOL		0.01	0.00	0.00	0.00	0.01	0.00	0.00	0.01
PUBLIC SERVICES									
ART 17, 1978	FISH BROOK IMPROVE	2,648.13			0.00	2,648.13			2,648.13
ART 52, 1983	WATER MAIN INT	31,543.66			0.00	31,543.66	4,871.80		26,671.86
ART 22, 1984	WATER TREAT PLANT PLANS	19.62			0.00	19.62			19.62
ART 17, 1983	WEST ANDOVER SEWER	38,954.54			0.00	38,954.54	12,789.21		26,165.33
ART 23, 1989	WATERMANS	15,647.88			0.00	15,647.88			15,647.88
ART 47, 1991	WATER CONSERVATION	1,000.00			0.00	1,000.00			1,000.00
TOTAL PUBLIC SERVICE		89,813.83	0.00	0.00	0.00	89,813.83	17,661.01	0.00	72,152.82
TOTAL GENERAL FUND		206,718.29	263.56	32,000.00	0.00	238,981.85	64,264.57	1,262.95	173,454.33

TOWN OF ANDOVER, MASSACHUSETTS
DETAIL OF SPECIAL ARTICLES
PERIOD ENDED JUNE 30, 1992

ARTICLE NUMBER	ARTICLE TITLE	CONTINUED APPROPRIATION	APPROP	TRANSFERS WITHIN GENERAL FUND CASH RECEIPTS	BONDING	TOTAL AVAILABLE	EXPENDED	TRANSFER TO UNRESERVE	CONTINUED APPROPRIATION
CAPITAL PROJECTS									
ART 37, 1987	WATER MAIN	37,804.52			70,000.00	107,804.52	32,272.88		75,531.64
ART 36, 1987	DRAINAGE PROJECT	689.56			0.00	689.56			689.56
ART 17, 1986	RIVER ROAD	1,006.28			0.00	1,006.28			1,006.28
ART 21, 1984	RIVERINA ROAD	118,989.16			0.00	118,989.16			118,989.16
ART 18, 1985	SANITARY SEWER SYSTEM	280,231.26			0.00	280,231.26			280,231.26
ART 16, 1985	WOOD HILL STANDPIPE	12,121.33			0.00	12,121.33			12,121.33
ART 1A, 1987	TREATMENT PLANT EXP	718,145.14			(660,000.00)	58,145.14	7,476.00		50,669.14
ART 15, 1985	WATER MAIN CONSTRUCTION	3,897.26			0.00	3,897.26			3,897.26
ART 26, 1985	SEWER-LOWELL STREET	72,594.71			0.00	72,594.71			72,594.71
ART 28, 1989	SEWER-WEST PARISH	45,155.11			0.00	45,155.11			45,155.11
ART 33, 1989	SEWER - NORTH	108.19			0.00	108.19	45.33		62.86
ART 32, 1989	STORM DRAINS	987.94			52,000.00	52,987.94	3,094.25		49,893.69
ART 46, 1990	SIGNAL DASCOMB RD	31,312.37			0.00	31,312.37	1,876.97		29,435.40
ART 41, 1991	NORTH STREET SEWER				180,000.00	180,000.00	146,682.05		33,317.95
ART 43, 1991	STORM DRAINS				150,000.00	150,000.00	128,387.79		21,612.21
ART 31, 1989	ENGINEERING SPECS				486,500.00	486,500.00	486,500.00		0.00
ART 52, 1992	SIDEWALK IMPROVEMENTS					0.00	45.73		(45.73)
		1,323,022.83	0.00	0.00	278,500.00	1,601,522.83	806,381.00	0.00	795,141.83
CAPITAL PROJECTS-SCHOOL									
ART 60, 1978	SCHOOL PLANS	107.02			0.00	107.02	107.02		0.00
ART 18, 1987	SCHOOL COMPUTERS	571.47		281.70	0.00	853.17	853.17		(0.00)
ART 65, 1980	DOHERTY JR HIGH SCHOOL	64.28			0.00	64.28	64.28		(0.00)
ART 25, 1989	AHS ROOF	136,194.21			0.00	136,194.21	13,650.93		122,543.28
		136,906.98	0.00	281.70	0.00	137,218.68	14,675.40	0.00	122,543.28
		1,459,959.81	0.00	281.70	278,500.00	1,738,741.51	821,056.40	0.00	917,685.11
TOTAL CAPITAL PROJ.									
		1,666,678.10	263.56	32,281.70	278,500.00	1,977,723.36	886,320.97	1,262.95	1,091,139.44

**TOWN OF ANDOVER, MASSACHUSETTS
BALANCE SHEET
JUNE 30, 1992**

	GENERAL FUND	CAPITAL PROJECT	SPECIAL REVENUE	LT DEBT GROUP	GRAND TOTAL
ASSETS					
Cash and Equivalents	3,786,847.40	917,685.41	1,023,428.58		5,727,961.39
Other Investments					
Accounts Receivables:					
Property Taxes	1,882,156.35				1,882,156.35
Excise Taxes	391,498.88				391,498.88
Water & Sewer Charges	822,391.34				822,391.34
Tax Liens	1,641,356.84				1,641,356.84
Deferred Tax	41,123.22				41,123.22
Departmental Revenue	70,067.00				70,067.00
Special Assessments	621,382.29				621,382.29
Due from other Governments	6,542.73	0.00	575,258.00		581,800.73
Total Cash & Receivables	9,263,366.05	917,685.41	1,598,686.58	0.00	11,779,738.04
Other Assets					
Tax Possessions	67,408.27				67,408.27
Amounts to be Provided for:					
Bond Anticipation Notes Payable	0.00		390,048.00		390,048.00
Long Term Obligations	0.00	1,677,500.00		27,487,750.00	29,165,250.00
Total Assets	9,330,774.32	2,595,185.41	1,988,734.58	27,487,750.00	41,402,444.31
LIABILITIES AND RESERVES					
Trust Funds	(75,420.76)				(75,420.76)
Accrued Payroll Withholdings	(175,529.54)				(175,529.54)
Reserve for Abatelements	(365,656.22)				(365,656.22)
Deferred Revenue	(4,221,172.02)	0.00	(575,258.00)		(4,796,430.02)
Due to Other Governments	(1,040.25)	0.00	(652.07)		(1,692.32)
Unclaimed Items	(62,190.04)				(62,190.04)
Excess on Sales of Low Value Land	(4,305.74)				(4,305.74)
Guarentee Deposits	(31,569.01)				(31,569.01)
Bond Anticipation Notes	0.00	(1,677,500.00)	(390,048.00)		(2,067,548.00)
Bonds Payable—Inside Debt Limit	0.00			(8,617,500.00)	(8,617,500.00)
Bonds Payable—Outside Debt Limit	0.00			(9,987,500.00)	(9,987,500.00)
Lease Obligations	0.00			(8,882,750.00)	(8,882,750.00)
Total Liabilities	(4,936,883.58)	(1,677,500.00)	(965,958.07)	(27,487,750.00)	(35,068,091.65)
Fund Balances					
Unreserved	(2,493,986.44)	794,774.34	(1,041,605.79)		(2,740,817.89)
Reserved for:					
Continued Appropriations	(171,134.33)	(1,599,800.54)	0.00		(1,770,734.87)
Encumbrances	(1,617,857.11)	(112,904.94)	(8,475.70)		(1,739,237.75)
Reserve for Special Purposes	(40,000.00)				(40,000.00)
Designated for:					
Over/Under Assessments	20,009.00				20,009.00
Appropriation Deficits	0.00	45.73	27,304.98		27,350.71
Unprovided for Abates & Exempts	(90,921.86)				(90,921.86)
Total Fund Balances	(4,393,890.74)	(917,685.41)	(1,022,776.51)	0.00	(6,334,352.66)
Total Liab. & Fund Balance	(9,330,774.32)	(2,595,185.41)	(1,988,734.58)	(27,487,750.00)	(41,402,444.31)

TOWN OF ANDOVER, MASSACHUSETTS
DEBT SCHEDULE-PRINCIPAL
JUNE 30, 1992

ISSUE	ARTICLE	LOAN DATE	RATE	1993	1994	1995	1996	1997	1998-2002	2003-2007	2008-2010	June 20, 1992
SCHOOL DEBT												
SCHOOL COMPUTERS	ART 18, 1987	08/09/89	6.396%	93,750.00	93,750.00							187,500.00
HIGH SCHOOL ROOF	ART 25, 1988	08/01/90	6.469%	38,900.00	38,900.00	38,900.00	38,900.00	38,900.00	116,600.00			311,100.00
SCHOOL COMPUTERS	ART 18, 1987	08/01/90	7.010%	50,000.00	50,000.00	50,000.00						150,000.00
				182,650.00	182,650.00	88,900.00	38,900.00	38,900.00	116,600.00	0.00	0.00	648,600.00
WATER DEBT												
WATER RESERVOIR	ART 08, 1976	12/15/76	4.600%	45,000.00	45,000.00	45,000.00						180,000.00
WATER BONDS	ART 52, 1983	07/15/84	8.000%	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00			600,000.00
WATER MAINS	ART 15, 1985	07/15/86	6.788%	55,000.00	55,000.00	55,000.00	55,000.00	55,000.00	275,000.00	150,000.00		700,000.00
WOOD HILL TANK	ART 16, 1985	07/15/86	6.788%	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	500,000.00	300,000.00		1,300,000.00
WATER MAINS	ART 37, 1987	07/15/88	6.345%	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	40,000.00			140,000.00
TREATMENT PLANT	ART 1A, 1987	07/15/88	6.750%	130,000.00	130,000.00	130,000.00	130,000.00	130,000.00	650,000.00	50,000.00		1,350,000.00
TREATMENT PLANT	ART 1A, 1987	07/15/88	6.343%	180,000.00	180,000.00	180,000.00	155,000.00	155,000.00	310,000.00			1,160,000.00
TREATMENT PLANT	ART 1A, 1987	08/09/89	6.396%	238,750.00	238,750.00	232,500.00	232,500.00	232,500.00	1,147,500.00	1,125,000.00	650,000.00	4,097,500.00
TREATMENT PLANT	ART 1A, 1987	08/01/90	6.714%	49,250.00	49,250.00	49,250.00	54,250.00	54,250.00	282,250.00	289,750.00	117,500.00	925,750.00
				918,000.00	918,000.00	911,750.00	891,750.00	846,750.00	3,284,750.00	1,914,750.00	767,500.00	10,453,250.00
SEWER DEBT												
WEST ANDOVER	ART 19, 1973	12/15/75	6.100%	115,000.00	115,000.00	115,000.00	115,000.00					460,000.00
PUMP STA RIVERINA	ART 21, 1984	07/15/86	6.801%	203,250.00	203,250.00	203,250.00	203,250.00	203,250.00	1,016,250.00	1,016,250.00		3,048,750.00
SEWER - LOWELL ST	ART 26, 1985	07/15/86	6.805%	6,750.00	6,750.00	6,750.00	6,750.00	6,750.00	33,750.00	33,750.00		101,250.00
DRAINAGE PROJECT	ART 36, 1987	07/15/88	6.345%	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	50,000.00			175,000.00
SANITARY SEWER	ART 18, 1985	08-09/89	6.418%	34,000.00	34,000.00	34,000.00	34,000.00	34,000.00	102,000.00			272,000.00
SANITARY SEWER	ART 28, 1989	08/01/90	6.875%	55,350.00	55,350.00	55,350.00	60,350.00	60,350.00	279,150.00	208,250.00	82,500.00	864,650.00
				439,350.00	439,350.00	439,350.00	444,350.00	329,350.00	1,481,150.00	1,256,250.00	82,500.00	4,911,650.00

TOWN OF ANDOVER, MASSACHUSETTS
DEBT SCHEDULE - PRINCIPAL
JUNE 30, 1992

ISSUE	ARTICLE	LOAN DATE	RATE	1993	1994	1995	1996	1997	1998-2002	2003-2007	2008-2010	June 20, 1992
RIVER RD IMPROVEMENT	ART 17, 1965	7/15/66	6.600%	111,183.00	111,183.00	111,183.00	110,536.00					444,066.00
RIVER ROAD	ART 17, 1966	7/15/66	6.598%	33,817.00	33,817.00	33,817.00	29,464.00					130,915.00
				145,000.00	145,000.00	145,000.00	140,000.00	0.00	0.00	0.00	0.00	575,000.00
LAND ACQUISITION												
LAND ACQUISITION	ART 47, 1976	12/15/76	4.600%	40,000.00	40,000.00	40,000.00	40,000.00					160,000.00
LAND ACQUISITION	ART 20, 1986	07/15/88	6.345%	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	100,000.00			360,000.00
LAND ACQUISITION	A26,88/A21,87	08/09/89	6.416%	33,500.00	33,500.00	33,500.00	33,500.00	33,500.00	100,500.00			268,000.00
LAND ACQUISITION	A 21,87/26,88	08/01/90	6.604%	56,500.00	56,500.00	56,500.00	56,500.00	56,500.00	277,000.00	204,000.00		763,500.00
				180,000.00	180,000.00	180,000.00	180,000.00	140,000.00	477,500.00	204,000.00	0.00	1,541,500.00
PUBLIC FACILITIES												
PARKING FACILITY	ART 55, 1983	07/15/84	8.000%	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00				250,000.00
EJH REUSE	ART 11, 1982	07/15/84	8.000%	75,000.00	75,000.00	75,000.00						225,000.00
				125,000.00	125,000.00	125,000.00	50,000.00	50,000.00	0.00	0.00	0.00	475,000.00
TOTAL BONDED DEBT				1,990,000.00	1,990,000.00	1,890,000.00	1,745,000.00	1,405,000.00	5,360,000.00	3,375,000.00	650,000.00	18,605,000.00
LIBRARY LEASE		05/01/90	6.65406	380,000.00	410,000.00	435,000.00	460,000.00	490,000.00	1,665,000.00			3,840,000.00
LIBRARY LEASE		07/15/87	5.916%	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00			600,000.00
TOWN HALL LEASE				185,000.00	205,000.00	220,000.00	235,000.00	250,000.00	725,000.00			1,820,000.00
SEMI-ANNUAL				17,700.00	17,700.00	17,700.00	17,700.00	17,700.00	44,250.00			132,750.00
OLD TOWN HALL LEASE		12/15/89	7.362619%	120,000.00	125,000.00	135,000.00	145,000.00	160,000.00	995,000.00	810,000.00		2,490,000.00
TOTAL LEASE LIABILITY				602,700.00	657,700.00	907,700.00	957,700.00	1,017,700.00	3,529,250.00	810,000.00	0.00	8,862,750.00
GRAND TOTAL BY YEAR				2,792,700.00	2,847,700.00	2,797,700.00	2,702,700.00	2,422,700.00	8,869,250.00	4,185,000.00	650,000.00	27,487,750.00

TOWN OF ANDOVER, MASSACHUSETTS

DEBT SCHEDULE—INTEREST

JUNE 30, 1992

ISSUE	ARTICLE	LOAN DATE	RATE	1993	1994	1995	1996	1997	1998 - 2002	2003 - 2007	2008 - 2010	JUNE 30, 1992
SCHOOL DEBT												
SCHOOL COMPUTERS	ART 18, 1987	08/09/89	6.396%	9,000.00	3,000.00							12,000.00
HIGH SCHOOL ROOF	ART 25, 1989	08/01/90	6.469%	18,811.48	15,864.80	13,433.55	11,041.20	8,619.68	11,138.59			78,909.30
SCHOOL COMPUTERS	ART 18, 1987	08/01/90	7.010%	8,437.50	4,650.00	1,525.00						14,612.50
				36,248.98	23,514.80	14,968.55	11,041.20	8,619.68	11,138.59	0.00	0.00	105,521.80
WATER DEBT												
WATER RESERVOIR	ART 08, 1976	12/15/76	4.600%	7,245.00	5,175.00	3,105.00	1,035.00					18,560.00
WATER BONDS	ART 52, 1983	07/15/84	8.000%	45,375.00	37,125.00	28,875.00	20,625.00	12,375.00	4,125.00			148,500.00
WATER MAINS	ART 15, 1985	07/15/86	6.783%	45,797.50	42,187.50	38,482.50	34,797.50	31,112.50	99,160.00	25,875.00		317,392.50
WOOD HOLE WATER	ART 16, 1985	07/15/86	6.788%	85,150.00	78,550.00	71,850.00	65,150.00	58,450.00	189,700.00	51,750.00		600,600.00
WATER MAINS	ART 37, 1987	07/15/88	6.345%	8,240.00	7,000.00	5,755.00	4,505.00	3,240.00	2,600.00			31,340.00
TREATMENT PLANT	ART 1A, 1987	07/15/88	6.755%	87,235.00	78,655.00	69,945.00	61,235.00	52,525.00	129,310.00	8,625.00		487,530.00
TREATMENT PLANT	ART 1A, 1987	07/15/88	6.343%	67,747.50	56,587.50	45,382.50	34,913.75	25,110.00	20,150.00			249,891.25
TREATMENT PLANT	ART 1A, 1987	08/09/89	6.396%	258,157.50	242,877.50	227,797.50	212,917.50	198,037.50	766,917.25	399,112.50	62,700.00	2,368,517.25
TREATMENT PLANT	ART 1A, 1987	08/01/90	6.714%	59,711.61	55,980.92	52,902.79	49,718.91	46,341.85	180,865.07	90,561.39	9,166.27	544,248.81
				664,659.11	604,116.42	544,095.29	484,897.66	427,191.85	1,392,827.32	575,923.89	70,866.27	4,764,579.81
SEWER DEBT												
SEWER—WEST ANDOVER	ART 19, 1973	12/15/75	6.100%	24,552.50	17,567.50	10,522.50	3,705.00					56,347.50
PUMP STA RIVERINA	ART 21, 1984	07/15/86	6.801%	20,111.92	187,701.37	174,083.63	160,465.88	146,848.13	525,807.78	175,303.15		1,571,325.86
SEWER - LOWELL ST	ART 26, 1985	07/15/86	6.805%	6,679.13	6,233.63	5,781.38	5,329.13	4,876.88	17,482.28	5,821.90		52,184.33
DRAINAGE PROJECT	ART 38, 1987	07/15/88	6.345%	10,300.00	8,750.00	7,193.75	5,631.25	4,050.00	3,250.00			39,175.00
SANITARY SEWER	ART 18, 1985	08/09/89	6.416%	16,364.00	14,178.00	12,002.00	9,828.00	7,650.00	9,877.00			69,887.00
SANITARY SEWER	ART 28, 1989	08/01/90	6.675%	54,462.38	50,269.62	46,810.24	43,251.21	39,494.42	141,326.87	63,968.51	5,733.76	445,317.01
				313,463.93	284,700.12	256,393.50	228,206.47	202,919.43	697,723.93	245,093.56	5,733.76	2,234,236.70

TOWN OF ANDOVER, MASSACHUSETTS

DEBT SCHEDULE - INTEREST

JUNE 30, 1992

ISSUE	ARTICLE	LOAN DATE	RATE	1993	1994	1995	1996	1997	1998 - 2002	2003 - 2007	2008 - 2010	JUNE 30, 1992
STREET												
RIVER RD IMPROV	ART 17, 1985	7/15/86	6.600%	25,917.88	18,579.81	11,130.55	3,702.96					59,331.20
RIVER ROAD	ART 17, 1986	7/15/86	6.598%	7,604.62	5,372.69	3,106.96	987.04					17,071.30
				33,522.50	23,952.50	14,237.50	4,690.00	0.00	0.00	0.00	0.00	76,402.50
LAND ACQUISITION												
LAND ACQUISITION	ART 47, 1976	12/15/76	4.600%	6,440.00	4,600.00	2,760.00	920.00					14,720.00
LAND ACQUISITION	ART 20, 1986	07/15/88	6.345%	20,600.00	17,500.00	14,367.50	11,262.50	8,100.00	6,500.00			78,360.00
LAND ACQUISITION	A26,88;21,87	08/09/89	6.416%	16,113.50	13,969.50	11,825.50	9,681.50	7,537.50	9,731.75			68,859.25
LAND ACQUISITION	A21,87;26,88	08/01/90	6.604%	48,112.13	43,832.26	40,301.01	36,826.26	33,309.13	112,966.02	27,807.75		343,154.56
				91,265.63	79,901.76	69,274.01	58,690.26	48,946.63	129,197.77	27,807.75	0.00	505,083.81
MUNICIPAL FACILITIES												
PARKING FACILITY	ART 55, 1983	07/15/84	8.000%	18,582.50	14,437.50	10,312.50	6,187.50	2,062.50				51,562.50
EJH REUSE	ART 11, 1982	07/15/84	8.000%	15,468.75	9,281.25	3,093.75						27,843.75
				34,031.25	23,718.75	13,406.25	6,187.50	2,062.50	0.00	0.00	0.00	79,406.25
TOTAL BONDED DEBT INTEREST				1,173,191.40	1,039,906.35	912,365.10	793,715.09	689,740.09	2,230,887.61	848,925.20	76,600.03	7,765,230.87
LIBRARY LEASE												
LIBRARY LEASE	05/01/90	6.654058%		240,980.00	216,285.00	189,450.00	160,580.00	129,460.00	175,805.00			1,112,560.00
TOWN HALL LEASE INT.	07/15/87	5.916%		32,550.00	26,650.00	20,750.00	14,650.00	8,925.00	2,975.00			106,700.00
OLD TOWN HALL LEASE	12/15/89	7.362619		136,297.50	122,780.00	107,525.00	90,947.50	72,775.00	69,242.25			619,567.25
				175,260.00	167,480.00	159,092.50	149,920.00	139,775.00	508,052.50	96,635.00		1,396,215.00
				585,067.50	533,195.00	476,817.50	416,297.50	350,935.00	776,074.75	96,635.00	0.00	3,235,042.25
GRAND TOTAL BY YEAR				1,758,278.90	1,573,101.35	1,369,182.60	1,210,012.59	1,040,675.09	3,006,962.36	945,460.20	76,600.03	11,000,273.12

RESERVE FUND

COMPENSATION FUND

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TOWN OF ANDOVER, MASSACHUSETTS
EXPENDITURES FOR AGENCY AND MISCELLANEOUS ACCOUNTS
YEAR ENDED JUNE 30, 1992

Employees' Payroll Deductions		7,257,903.01
State Grants		593,617.67
Refunds:		
Real Estate Taxes	608,685.95	
Personal Property Taxes	89.69	
Motor Vehicle Taxes	30,304.45	
Water Rates and Services	12,932.76	
Sewer Charges	10,020.15	
Interest and Demands		
Parking Tickets	91.00	
Miscellaneous	13,555.64	675,679.64
Petty Cash		1,575.00
Off-duty Work Details		468,816.54
Miscellaneous Trust Funds	52,609.62	
Conservation Trust Fund	921.97	
Merrimack Valley Library Consortium	803,910.00	
Cemetery Perpetual Care Funds	30,771.95	
Unemployment Compensation	217,127.53	
Insurance Fund	47,756.40	
Fishing Licenses to State	11,913.25	
Walter Raymond Fund	80.00	
Lucy Shaw Fund	920.75	
Police Department Drug Abuse	180.96	1,166,192.43
Investment Funds		18,216,794.99
Temporary Borrowing		2,042,000.00
School Lunch Program:		
Personal Services	362,536.68	
Other Expenses	279,433.86	641,970.54
Andover Athletic Program		41,001.40
Music Revolving		4,045.18
Telethon Revolving		2.49
Community ASK Revolving		2,249.41
Bus Transportation Revolving		206,980.97
Meropolitan Life Revolving		2,955.61
Physical Education Revolving		1,585.00
DCS Activities Revolving		2,188.98
Chapter 71 Sec 71E		44,268.22
Council on Aging		30,665.70
Tailings		130.46
Meals Taxes		1,232.55
Tax Title Expenses		17,167.49
Chapter 90 Funds		159,048.48
Community Garden Project		569.83
DCS Program Fees		28,047.04
Frontage Road		40,116.05
Fireworks (Gifts)		10,000.00
SHED Contribution		3,575.00
TOT Lot		
Old Town Hall Restoration		1,622.80
Court Judgements		
Guarantee Deposits		9,639.66
Miscellaneous		887,722.83
		<u>32,559,364.97</u>

TOWN OF ANDOVER, MASSACHUSETTS
ANALYSIS OF LONG TERM DEBT AUTHORIZED
June 30, 1992

ARTICLE	PROJECT NAME	AUTHORIZATION
ART 1A, 1987	WATER TREAT PLANT EXPANSION	65,721.47
ART 18, 1985	SEWER SYSTEM IMPROVEMENTS	1,160,000.00
ART 37, 1987	WATER MAIN CONSTRUCTION	1,300,000.00
ART 20, 1989	SHED TEMPORARY CLASSROOMS	90,000.00
ART 25, 1989	ANDOVER HIGH SCHOOL ROOF	150,000.00
ART 28, 1989	SEWER-LOWELL ST/WEST PARISH DR	200,000.00
ART 31, 1989	ENGINEERING SPECS	500,000.00
ART 32, 1989	STORM DRAINS	100,000.00
ART 33, 1989	SEWER-NORTH STREET	80,000.00
ART 46, 1990	TRAFFIC SIGNAL FRONTAGE/DASCOMB	110,000.00
ART 41, 1991	NORTH STREET SEWER	280,000.00
ART 43, 1991	STORM DRAINS	325,000.00
Art 46, 1992	WATER MAIN CONSTRUCTION	2,670,000.00
ART 52, 1992	SIDEWALK IMPROVEMENTS	400,000.00
ART 53, 1992	BANCROFT PUMPING STATION	1,000,000.00
ART 55, 1992	SCHOOL COMMITTEE - PLANNING	220,000.00
		<u>8,650,721.47</u>

DIRECTORY OF TOWN OFFICIALS
AS OF DECEMBER 31, 1992

ELECTIVE

BOARD OF SELECTMEN

Charles H. Wesson, Jr., Ch.	- 1995
William T. Downs	- 1993
Larry L. Larsen	- 1994
James M. Barenboim	- 1994
Gerald H. Silverman	- 1995

SCHOOL COMMITTEE

Susan E. Jenkins, Ch.	- 1994
Christopher Outwin	- 1993
Susan T. Dalton	- 1994
William J. Huston, Jr.	- 1995
Mary Kelvie Lyman	- 1995

ANDOVER HOUSING AUTHORITY

Mary Jane Powell, Ch.	- 1993
Ronald C. Hajj	- 1994
Eileen M. Connolly	- 1994
John P. Hess	- 1995
Hartley M. Burnham*	- 1996

* Appointed by Commissioner
of Dept. of Comm. Affairs

REGIONAL SCHOOL COMMITTEE

Leo L. Lamontagne, Ch., Lawr.
Joseph Gleason, Andover
Terrence L. Breen, Methuen
Thomas L. Grondine, Methuen
Evelyn A. Burke, Lawrence
Robert T. McCann, Lawrence
John J. Caffrey, No. Andover

TOWN MODERATOR

James D. Doherty	- 1993
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TRUSTEES, CORNELL FUND

Alcide J. Legendre
John R. Williams
Edwin F. Reidel

TRUSTEES OF PUNCHARD FREE SCHOOL

Earl G. Efinger	- 1994
Joan M. Lewis	- 1994
John R. Petty	- 1994
Robert A. Finlayson	- 1994
Donna C. Ellsworth	- 1994
Reverend Calvin F. Mutti	
Reverend James M. Diamond	
Reverend Joseph W. LaDu	

APPOINTIVE

TOWN MANAGER - REGINALD S. STAPCZYNSKI SUPERINTENDENT OF SCHOOLS - DR. MARK K. McQUILLAN

FINANCE COMMITTEE

Donald W. Robb, Ch.
Virginia S. Keaten
Gerald T. Mulligan
Joanne F. Marden
Frederick P. Fitzgerald
Margaret I. Jurgen
Anthony Sakowich
Donald F. Schroeder
Thomas E. Fardy

PLANNING BOARD

John J. O'Brien, Ch.
Hooks K. Johnston, Jr.
Michael H. Miller
Mariann Lombardi
Susan W. Aloviseti

TRUSTEES, MEMORIAL HALL LIBRARY

Patricia H. Edmonds, Ch.
Martin Klein
Thomas J. Swift
Laurence J. Lamagna
Ruth M. Dunbar
Karen M. Herman
Maria A. Rizzo
Joseph A. Glasser, Emeritus

BOARD OF ASSESSORS

William J. Krajewski
Archibald D. Maclaren
John R. Petty

TOWLE FUND

Phillip F. Sullivan
Ruth E. Westcott
Marilyn R. Brody

DESIGN ADVISORY GROUP

Thomas P. McClearn, Ch.
Donald J. Harding
Christopher S. Doherty
Ellen A. Zipeto
William B. Maren

MERR. VALLEY PLANNING COMMISSION

Dr. Lawrence S. Spiegel

ZONING BOARD OF APPEALS

C. Ryan Buckley, Ch.
Pamela H. Mitchell
Paul Bevacqua
Daniel S. Casper
Carol C. McDonough
Associate Members:
Jane E. Griswold
Peter F. Reilly
Alan R. Shulman
John F. Bradley II

BOARD OF REGISTRARS

John R. Williams, Ch.
Robert R. Schmidt
Christine Holmes

CONSERVATION COMMISSION

Robert A. Pustell, Ch.
Phillip F. Wormwood
Donald D. Cooper
Scott Matsumoto
Mark S. Curtin
Judith M. Chupasko
Paul J. Finger

BOARD OF HEALTH

Dr. Douglas Dunbar
Dr. Stephen Loring
John R. Kruse

GR. LAW. SANITARY DISTRICT

Robert E. McQuade

HISTORICAL COMMISSION

John S. Sullivan, Ch.
Karen M. Herman
Norma A. Gammon
Ellen A. Zipeto
Stephen W. Kearns
John S. Dugger
Frank J. Bryne
Phillip K. Allen, Ch. Emeritus

ANDOVER CULTURAL COUNCIL

Ron Wackowski, Ch.
John F. Zipeto
Margaret A. Pustell
Teresa Morgan
Anne M. Sullivan
Gail L. Ralston
Selma P. Flieder

CENTRAL BUSINESS DISTRICT COMMITTEE

Leonard Wilson, Ch.
Innocenzo Fossella
Richard Chapell
Barbara Maren
David Murphy
Peter Green
Peter Mullett

RETIREMENT BOARD

William T. Downs
Mary Kelvie Lyman
Rodney P. Smith

SCHOOL BUILDING COMMITTEE

Kenneth Gropper, Ch.
James M. Marsh
Susan Davis Ickes
Douglas S. Hamilton
Justin R. DeMarco
Marjorie E. Dennis
William J. Marlow
Nancy Stolberg
David Reilly*
*School Committee's Designee

CABLE ADVISORY COMMITTEE

Annetta R. Freedman
John R. Dempsey
Barbara Worcester
James P. Murphy
James M. Lyman

INDUSTRIAL DEV. FINANCING AUTHORITY

Dr. Lawrence S. Spiegel
Michael W. Morris
Thomas J. Swift
Paul W. Cronin
Robert A. Finlayson

HOUSING PARTNERSHIP/FAIR HOUSING COMM.

David Hastings
Christopher D. Haynes
Lorene A. Comeau

PATRIOTIC HOLIDAY COMMITTEE

John J. Lewis
Richard J. Bowen
John C. Doherty
Harold F. Hayes
John Milne
Edward J. Morrissey
James M. Bamford
William C. MacKenzie
James Déyermond

COUNCIL ON AGING

Dorothy L. Bresnahan, Ch.
Helen A. Watkinson
William L. Lane
Doreen Correnti
Paul L. Twomey
Oscar Rosenberg
Arthur W. Smith
William Mueller
Doris Hudgins
William T. Ryan
Thomas F. Powers, Emeritus
Robert P. Kenney, Emeritus

WATER CONSERVATION COMMITTEE

David E. Bales
Albert Robbat, Jr.
Charles F. Dalton, Jr.
Mary Clark Webster
C. Joyce Ringleb
Katherine E. Kloss
Richard J. Bowen
Robert E. McQuade - Ex Officio

SHED BOARD OF DIRECTORS

Paul Finger
Lois Karfunkel
Molly Marsh
Judy Rogers
Kim Yoshida

DEVELOPMENT & INDUSTRIAL COMM.

Dr. Lawrence S. Spiegel
Robert A. Finlayson
Thomas J. Swift
Paul W. Cronin
S. Joseph Hoffman

COMM. ON TOWN TRUST FUNDS

Andrew A. Shea
Myron H. Muise

TRUSTEES OF SPRING GROVE CEMETERY

Gilbert J. Cromie
Charles A. Bergeron
Paul W. Cronin
Rebecca A. Backman
Irving J. Whitcomb
Lawrence J. Hesenius, Jr.

TOWN OF ANDOVER DEPARTMENT/DIVISION HEAD DIRECTORY

Animal Inspector.	Richard D. Lindsay, D.V.M.
Civil Defense Director.	James F. Johnson
Community Development Department	
Director of Health	Everett F. Penney
Inspector of Buildings.	Sam J. DeSalvo
Director of Planning.	Stephen L. Colyer
Electrical Inspector.	Richard J. Salenas
Plumbing, Gas & Sewer Inspector	Bruce P. Hale
Council On Aging.	Theresa Melillo (Acting)
Finance and Budget Director	Anthony J. Torrisi
Chief Assessor.	William J. Krajewski
Collector/Treasurer	Myron H. Muise
Data Processing Manager	Barbara D. Morache
Purchasing Agent.	John W. Aulson
Veterans Service Agent.	John J. Lewis
Fire Chief.	Harold F. Hayes
Game Warden	Forrest H. Noyes, Jr.
Deputy Game Warden.	James W. Deyermund
Deputy Game Warden.	Eugene A. Zalla
Housing Authority Executive Director.	Nancy M. Marcoux
Municipal Maintenance Director.	Frederick L. Jaeschke
Building Superintendent	Kenneth H. Parker
Forester (Cemetery, Forestry, Parks).	James M. Bamford
PHE/Vehicle Maint. Superintendent	James J. Brightney
Personnel Director.	Candace Hall
Police Chief.	James F. Johnson
Animal Control Officer	Wayne D. Nader
Public Works Director	Robert E. McQuade
Highway Superintendent.	John F. Canavan, Jr.
Town Engineer	John Avery, Jr.
Memorial Hall Library Director.	Nancy C. Jacobson
Superintendent of Schools	Dr. Mark K. McQuillan
Town Accountant	Rodney P. Smith
Town Clerk	Randall L. Hanson
Town Counsel.	Thomas J. Urbelis
Town Manager.	Reginald S. Stapczynski

* * * * *

HOW TO REACH YOUR ELECTED OFFICIALS

* * * * *

United States Senators:

The Honorable Edward M. Kennedy (D)
2400 John F. Kennedy Federal Building, Boston, MA 02203
(617) 565-3170
SR-315 Russell Senate Office Building, Washington, DC 20510
(202) 224-4543

The Honorable John F. Kerry (D)
One Bowdoin Square, Boston, MA 02114
(617) 565-8519
SR-362 Russell Senate Office Building, Washington, DC 20510
(202) 224-2742

United States Representative:

Honorable Martin T. Meehan (D)
Fifth Congressional District
11 Kearney Square, Lowell, MA 01852
(508) 459-0101
1216 Longworth House Office Building, Washington, DC 20515
(202) 225-3411

State Senator:

John D. O'Brien, Jr. (D)
Second Essex & Middlesex District
107 High Street, Andover, MA 01810
State House, Room 520, Boston, MA 02133
(617) 722-1481

State Representative:

Gary M. Coon (R)
Seventeenth Essex District
C-1 Colonial Drive, No. 6, Andover, MA 01810
State House, Room 541B, Boston, MA 02133
(617) 722-2489

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HOW CAN WE HELP YOU?

* * * * *

Mailing Address:

Town Offices, 36 Bartlet Street, Andover, MA 01810

Business Hours at the Town Offices:

8:30 A.M. - 4:30 P.M. Monday - Friday
(Building Division - 8:00 A.M. - 4:00 P.M.)

Telephone Numbers:

Town Offices	470-3800
DCS Classes & Activities	470-3800 ext. 280
Department of Public Works	475-6980
Police Department	475-0411
Fire Department	475-1281
Emergency - Police/Fire	475-1212
Memorial Hall Library	475-6960
Senior Center	470-3800
Superintendent of Schools	470-3800 ext. 401
Personnel Office	470-3800 ext. 408

Andover's Population: 31,076 Square Miles: 32

Recycling:

Curbside Pickup: Every other week - recyclables (glass - clear, green & brown - newspapers, magazines and button & rechargeable batteries) will be collected on the same day as the trash collection. Place recycling bin curbside by 7:00 A.M. on your pick up day.

Recycling information & complaints: Call Waste Management, Inc.
1-800-562-0321

Recycling Site: Third Saturday of each month at West Middle School from 9:00 A.M. to 1:00 P.M. Plastics, aluminum materials and metal cans (crush and flatten).

Compost Site: High Plain Road (Bald Hill area). Leaves and grass clippings. Open year round for walk-ins, drive-ins as announced in local newspapers.

Rubbish Complaints or Inquiries: Vining Disposal at 1-800-432-9996

Pothole or Snow Removal Complaints: Highway Department at 475-3580 or
Dept. of Public Works at 475-6980

How to dispose of an appliance: Appliances can no longer be left
curbside with your trash - their
disposal is the homeowner's
responsibility. Suggestions for
disposal: call Massachusetts
Electric Company's Appliance
Recycling Program at 1-800-962-3939,
hire a private contractor or check
with the company where your new
appliance was purchased to see if
they will take the old appliance.

Andover's Tax Rate: \$14.10 - Residential and Open Space
\$18.36 - Commerical/Industrial & Personal
Property

When are taxes due: Taxes are due quarterly on the following
dates:

August 1st - November 1st - February 1st - May 1st

Excise tax information: Call Assessor's Office at 470-3800 ext. 305

Town Meeting and Election: Town Election is held the fourth Monday
of March. Andover has an Open Town
Meeting which is generally held three
weeks following the Town Election.

Voter Registration Information: Town Clerk's Office 470-3800 ext. 320

Where to obtain a Birth Certificate: Town Clerk's Office

Where to obtain a Marriage License: Town Clerk's Office

Where to obtain a Fishing & Hunting License: Town Clerk's Office

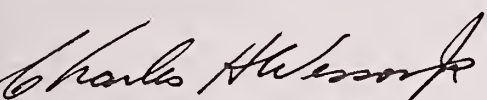
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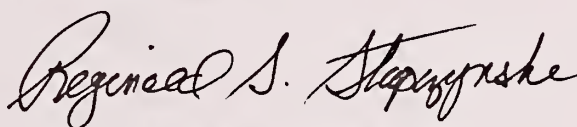
WE WOULD LIKE TO HEAR FROM YOU

* * * * *

The Board of Selectmen and Town Manager welcome your ideas and comments about our municipal services and policies, or any general comments you may have about the Town of Andover. Please let us know what you think on this survey and return it to:

TOWN MANAGER'S OFFICE
TOWN OFFICES
36 BARTLET STREET, ANDOVER, MA 01810


Charles H. Wesson, Jr.
Chairman, Board of Selectmen


Reginald S. Stapczynski
Town Manager

* * * * *

Tell us one thing that you really like that the Town does.

Tell us one thing that you would like to see improved upon.

Name and address
(Optional)

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Gr. Lawr. Sanitary District	53	Tr. Punchard Free School	27



VISION STATEMENT

The Town of Andover, more than a place to live, is a way of life. Its legacy of democracy shall be preserved. Each citizen should experience the treasures of nature, history, individual respect, neighborhood, and learning. As resources and energy allow, each of these gifts from the past will be enriched in the present for those yet to be.

TOWN OF ANDOVER BOARD OF SELECTMEN